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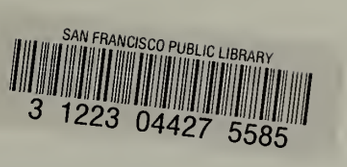

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SAN FRANCISCO HOUSING AUTHORITY

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January 3, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, January 9, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JANUARY 9, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

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Regular Meeting Held:
Thursday, January 9, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

   (o) Resolution - Authorizing affirmative action policies and guidelines for the San Francisco Housing Authority to be utilized in bid proposals and contracts awards and directing Executive Director to implement affirmative action policies and guidelines.

10. NEW BUSINESS:

NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Authorizing the San Francisco Housing Authority to serve as fiscal agents on behalf of Plaza East, Hayes Valley, and Hunter's View Public Housing Residents' Associations who are recipients of neighborhood empowerment program grants awarded by the City of San Francisco

(b) Resolution - Authorizing the Executive Director to execute a purchase order for the procurement of interior and exterior door locks from Wilco Supply in an amount not to exceed $73,400.00

(c) Resolution - Authorizing the Executive Director to travel to Washington D.C. on January 9-11, 1992

(d) Resolution - Ratifying travel to St. Petersburg, Florida to attend the 1992 Public Housing Authority Director's Association Commissioner's Conference scheduled for January 11-14, 1992

11. VISITORS:

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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MINUTES

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, January 9, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, January 9, 1992 at 4:12 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:06 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

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A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the Agenda of January 9, 1992 and Commissioner Lillian seconded the motion.

The Agenda of January 9, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of December 12, 1991 and Commissioner Boileau seconded the motion.

The minutes of December 12, 1991 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

Mr. Gilmore, referring to a letter from HUD, dated December 12, 1991, reported that HUD had approved the San Francisco Housing Authority's (SFHA's) request for a waiver of the Performance Funding Subsidy regulations and reimbursement of operating subsidy related to payment of the judgement in the National Utility Services, Inc. vs. SFHA litigation and savings generated regarding utilities.

The SFHA anticipates a one-time payment of approximately $1.1 million reimbursement.

The letter also stated that favorable consideration of the subject request was based on the excellent progress that SFHA has made over the past few years in addressing a number of critical operational problems and to relieve the current management from the results of inappropriate actions taken by a previous administration. The waiver, given the continuing savings, does not constitute an additional cost to the Department.

6. COMMITTEE REPORT:

No committee meetings were held.

7. REPORT OF COUNSEL:

Counsel stated that her report had been submitted in writing. Counsel also requested an executive session be held following the Commission meeting to discuss an item of litigation. The matter is Sherrill v. SFHA, Superior Court Case No. 864529. She stated that the Executive Session is authorized under Government Code 54956.9a.

8. TENANT REPRESENTATIVE REPORT:

None.

9. UNFINISHED BUSINESS:

The following amendment to item "o" under Unfinished Business relating to Affirmative Action Policies and Guidelines for the SFHA was presented as an agenda item and was opened for public discussion.

PROPOSED AMENDMENT OF
AGENDA ITEM "O"

It is proposed that item "o," under old business, be amended to include the following language inserted at Section 1, paragraph 1.3e; Section 1, paragraph 1.7; and Section 3, paragraph 3.16:

In order to qualify as a responsible bidder for contracts with the San Francisco Housing Authority, a potential contractor must meet the following criteria on apprenticeship and training programs:

1. To be a signatory to an approved JAC apprenticeship program in all apprenticeable crafts; or

2. Be a participant in a California State Department of Apprenticeship Standards' Certified apprenticeship and training program in all apprenticeable crafts; or

3. That the bidder has developed and implemented a training program within their business, company or corporation which provides training opportunities for any apprenticeable craft that will be on the contracted job for the duration of the contract that meets the standards set forth by the California State Department of Apprenticeship Standards.

In the event that any provisions of this resolution are held to be void as a matter of law,

the other provisions of this resolution will continue to be binding upon the parties as drafted.

Commissioner Drypolcher made a motion to amend the original document and Commissioner Boileau seconded the motion. The vote to amend this document was unanimous.

(o) RESOLUTION NO. 3740
DATE ADOPTED 01/09/92

RESOLUTION AUTHORIZING AFFIRMATIVE ACTION POLICIES AND GUIDELINES FOR THE SAN FRANCISCO HOUSING AUTHORITY TO BE UTILIZED IN BID PROPOSALS AND CONTRACTS AWARDS AND DIRECTING EXECUTIVE DIRECTOR TO IMPLEMENT AFFIRMATIVE ACTION POLICIES AND GUIDELINES

WHEREAS, the Commission of the San Francisco Housing Authority (SFHA) is firmly dedicated to equal employment opportunity for all persons regardless of race color, sex, sexual orientation, religion, national origin, age, or physical and sensory impairments; and

WHEREAS, the Commission of the SFHA supports and encourages participation by all segments of theé community in those aspects of SFHA operations having to do with the procurement of goods and services from the awarding of public contracts to minority business, women owned business and disabled business enterprises; and

WHEREAS, the Executive Director has caused a revision of Affirmative Action Policies and Guidelines as a result of recommendations from the Authority's Affirmative Action Task Force and in order to clarify the role of the Authority as regards hiring, apprenticeship, and training of minorities and women; specifically SFHA residents;

NOW, THEREFORE BE IT RESOLVED, that the Commission of the SFHA does hereby adopt the Affirmative Action Policies and Guidelines as outlined herein; and be it

FURTHER RESOLVED, that the Commission of the SFHA directs the Executive Director to implement these Affirmative Action Policies and Guidelines and to incorporate them into SFHA procedures for the awarding of contracts, hiring, and training of employees, and into the assurances of apprenticeship and training programs though labor union and other contractual agreements.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

01/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3740 and Commissioner Reen seconded the motion.

Resolution No. 3740 was UNANIMOUSLY ADOPTED.

(Affirmative Action Policies and Guidelines adopted by this resolution are filed in formal minutes book.)

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3741
DATE ADOPTED: 01/09/92

RESOLUTION AUTHORIZING THE SAN FRANCISCO HOUSING AUTHORITY TO SERVE AS FISCAL AGENTS ON BEHALF ON PLAZA EAST, HAYES VALLEY, AND HUNTER'S VIEW PUBLIC HOUSING RESIDENT'S ASSOCIATIONS WHO ARE RECIPIENTS OF NEIGHBORHOOD EMPOWERMENT PROGRAM GRANTS AWARDED BY THE CITY OF SAN FRANCISCO

WHEREAS, the City of San Francisco is committed to supporting the empowerment of neighborhoods throughout the city and as part of this commitment the City sponsored a Neighborhood Empowerment Program grant application in which three public housing resident groups applied for and were awarded $5,000.00 each; and

WHEREAS, these groups are not formally organized as nonprofit corporations and were required to find a fiscal sponsor; and

WHEREAS, the San Francisco Housing Authority was asked by the resident groups to serve as a fiscal agent; and

WHEREAS, the San Francisco Housing Authority has provided technical assistance to the resident groups in preparing the grants and will continue to work with the resident associations in the process of executing the activities proposed in their grants; and

WHEREAS, as fiscal agents, the San Francisco Housing Authority is required to act on behalf of the residents' associations by providing proof of insurance to cover the grant activities, forwarding funds to the residents' associations to execute their work plans under the Neighborhood Empowerment Program, and monitoring expenditures made with grant funds; and

WHEREAS, the San Francisco Housing Authority is reimbursed by the City for costs incurred through the activities of the grant; and

WHEREAS, this resolution is required by the City and County of San Francisco in order to release funds awarded to the resident groups.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY THAT:

1. The San Francisco Housing Authority is authorized to serve as fiscal agent on behalf of the Plaza East, Hayes Valley, and Hunter's View Residents' Associations for the City's Neighborhood Empowerment Program grant awards.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3741 and Commissioner Boileau seconded the motion.

Resolution No. 3741 was UNANIMOUSLY ADOPTED.

Commissioner Williams entered the meeting at 4:26 pm.

(b) RESOLUTION NO. 3742
DATE ADOPTED 01/09/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF INTERIOR AND EXTERIOR DOOR LOCKS FROM WILCO SUPPLY IN AN AMOUNT NOT TO EXCEED $73,400.00

WHEREAS, the San Francisco Housing Authority solicited bids in full and open competition for the procurement of various locks used throughout its housing developments pursuant to its bid number 004-92; and

WHEREAS, the San Francisco Housing Authority received bids from Mainline Security, R and H Wholesale Hardware Corp., and Wilco Supply for half deadbolt locks, deadbolt locks, passage latches, patio button locks, closet latches, privacy button locks, and entrance locks; and

WHEREAS, Wilco Supply was determined to be the apparent lowest, responsive, responsible bidder for all the locks bid, and in accordance with procurement regulations under 24 CFR, Part 85.36, should be awarded the bid; and

WHEREAS, funding for the procurement of locks is available as part of the San Francisco Housing Authority's operating budget for fiscal year 1991-92 and Comprehensive Improvement Assistance Program (CIAP) for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of half deadbolt locks, deadbolt locks, passage latches, patio button locks, closet latches, privacy button locks, and entrance locks from Wilco Supply, in an amount not to exceed $73,400.00, except through provisions of the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/09/92
Date

Commissioner Reen moved to adopt Resolution No. 3742 and Commissioner Lillian seconded the motion.

Resolution No. 3742 was UNANIMOUSLY ADOPTED.

(c)

RESOLUTION NO. 3743
ADOPTED 01/09/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO TRAVEL TO WASHINGTON D.C. ON JANUARY 9-11, 1992

WHEREAS, Executive Director, David Gilmore, has been invited by the U.S. Department of Housing and Urban Development Secretary, Jack Kemp, to meet with him and a small select group of other Housing Authority directors on January 10, 1992; and

WHEREAS, it is in the interest of the San Francisco Housing Authority that David Gilmore participate in said meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is authorized to travel to Washington D.C., to attend meeting with Jack Kemp, Secretary of the U.S. Department of Housing and Urban Development.

2. Travel be in conformance with the travel policy of this Authority and the contract between the Authority and the employee.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3743 and Commissioner Williams seconded the motion.

Resolution No. 3743 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3744
DATE ADOPTED 01/09/92

RESOLUTION AUTHORIZING TRAVEL TO ST. PETERSBURG, FLORIDA TO ATTEND THE 1992 PUBLIC HOUSING AUTHORITY DIRECTOR'S ASSOCIATION COMMISSIONER'S CONFERENCE SCHEDULED FOR JANUARY 11-14, 1992

WHEREAS, the Public Housing Authorities Director's Association will hold a Commissioner's Conference in St. Petersburg, Florida on January 11-14, 1992; and

WHEREAS, the San Francisco Housing Authority is a member of the Public Housing Authority Director's Association (PHADA); and

WHEREAS, the PHADA Conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of Carlene Williams, San Francisco Housing Authority Commissioner and resident of public housing, is essential to the conduct of its low rent operations; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Commissioner Carlene Williams is authorized to travel to St.Petersburg, Florida for the purpose of attending the aforementioned conference.

2. Travel time, expense, and per diem be allowed in accordance with the travel policies of this Authority.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3744 and Commissioner Drypolcher seconded the motion.

Resolution No. 3744 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Pamela Driver	Charles Scales	Jan Allen
Jeri Maxwell	John Hart	Chester Brune
Mary McAlister	Deborah Barnes	Ms. Genie Bowie
Ron Lemmen	Joho Hunie Davis	Harriet Wood

12. ADJOURNMENT: 6:14 PM

Reverend James E. Goode
President

for Carol Williams
David Gilmore, Secretary and
Executive Director

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January 14, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, January 23, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JANUARY 23, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, January 23, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

DOCUMENTS DEPT.
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2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Resolution approving and certifying the accuracy of the data contained in the formula characteristics reports on which future Department of Housing and Urban Development Comprehensive Grant Program funding will be based

(b) Resolution - Resolution approving the certificate for performance indicators under the public housing management assessment program (PHMAP) and authorizing the Executive Director to apply to HUD for removal of the San Francisco Housing Authority from troubled status

(c) Resolution - Resolution authorizing the Executive Director to procure enamel and flat five gallon containers of Latex paint from Kelly Moore Paint Company in an amount not to exceed $56,400.00 for the remainder of fiscal year 1991-92.

11. VISITORS:

12. ADJOURNMENT:

Karen B. Moore

for DAVID GILMORE
Secretary/Executive Director

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MINUTES

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, January 23, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, January 23, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:12 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ABSENT: Lewis Lillian, Vice President

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the Agenda of January 9, 1992 and Commissioner Drypolcher seconded the motion.

The Agenda of January 9, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Reen moved to approve the minutes of December 12, 1991 and Commissioner Williams seconded the motion.

The minutes of January 9, 1991 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

Mr. Gilmore gave a report on the Public Housing Management Assessment Program (PHMAP), which is a scoring standard created by the U.S. Department of Housing and

Urban Development (HUD) that rates public housing authorities across the country. In 1984 the San Francisco Housing Authority (SFHA) was placed in the category of "troubled public housing." This meant that the SFHA was unable to operate according to appropriate standards and the fiscal condition was severely difficult to function effectively. Over six months ago, Mr. Gilmore presented the SFHA, as well as the public, with a semi-annual report that contained a review of the PHMAP. The SFHA has now, once again, reviewed these standards and out of a maximum possible score of 220 points and a minimum possible score of 132 points, the SFHA scores itself with 161 points, well above the minimum standards required for public housing. With the submission of the application and HUD's review, the SFHA anticipates being removed from the list of troubled public housing authorities across the nation.

Mr. Gilmore also reported that on January 10, 1992, he received a letter from Myron Flo, Director of the Management Division at HUD, closing the last of our open findings. By combining the audits from 1984-87, 1988, and 1989, the SFHA had 161 open findings. Now, all of the 161 open findings have been closed as a result of information that the SFHA provided to the U.S. Housing and Urban Development.

6. COMMITTEE REPORT:

Commissioner Carlene Williams gave a brief summary of her trip to St. Petersburg, Florida, where she attended a National Public Housing Authority Commissioner's Conference. Basically, the conference covered issues raised by Jack Kemp regarding the rookie baseball league program, the HOPE program, and a workshop dealing with sexual harassment. Commissioner Williams also relayed to the Commissioners of the SFHA that several more workshops will be held for Public Housing Authority Commissioners within the year with locations in Nashville, Los Angeles, and Oregon. On the lighter side, the conference organizers developed "Murphy's Ten Commandments for Commissioners."

7. REPORT OF COUNSEL:

None.

8. TENANT REPRESENTATIVE REPORT:

None.

9. UNFINISHED BUSINESS:

None.

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3745
DATE ADOPTED: 01/23/92

RESOLUTION APPROVING AND CERTIFYING THE ACCURACY OF THE DATA CONTAINED IN THE FORMULA CHARACTERISTICS REPORTS ON WHICH FUTURE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COMPREHENSIVE GRANT PROGRAM FUNDING WILL BE BASED

WHEREAS, beginning in 1992, the Department of Housing and Urban Development's Comprehensive Improvement Assistance Program will be replaced by the new Comprehensive Grant Program; and

WHEREAS, the Comprehensive Grant Program will provide modernization funding utilizing a formula based on the specific physical characteristics of each Authority development; and

WHEREAS, it is important that the physical characteristics data be accurate to ensure that the Authority receives its full share of Comprehensive Grant Program funding; and

WHEREAS, HUD has provided the Authority with copies of their Formula Characteristics Reports for each development to review for accuracy; and

WHEREAS, these Formula Characteristics Reports have been reviewed and inaccuracies have been corrected so that the Reports now accurately reflect the characteristics of each Authority development; and

WHEREAS, the Authority must certify by Commission Resolution that these Formula Characteristics Reports are accurate as a requirement of the Comprehensive Grant Program.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY THAT:

1. The Commission of the Housing Authority of the City and County of San Francisco certifies that the Formula Characteristics Reports, as corrected, are accurate.

2. The Executive Director/Secretary is authorized to submit these Formula Characteristics Reports to the Department of Housing and Urban Development.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/23/92
Date

Commissioner Williams moved to adopt Resolution No. 3745 and Commissioner Reen seconded the motion.

Resolution No. 3745 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3746
DATE ADOPTED 01/23/92

RESOLUTION APPROVING THE CERTIFICATIONS FOR PERFORMANCE INDICATORS UNDER THE PUBLIC HOUSING MANAGEMENT ASSESSMENT PROGRAM (PHMAP) AND AUTHORIZING THE EXECUTIVE DIRECTOR TO APPLY TO HUD FOR REMOVAL OF THE SAN FRANCISCO HOUSING AUTHORITY FROM TROUBLED STATUS

WHEREAS, the U.S. Department of Housing and Urban Development issued the rule on the Public Housing Management Assessment Program (PHMAP) which provides twelve (12) indicators which will be used by HUD to evaluate the management performance of Public Housing Agencies; and

WHEREAS, the San Francisco Housing Authority is designated by the U.S. Department of Housing and Urban Development as a "Troubled" agency; and

WHEREAS, the existing Memorandum of Agreement between the San Francisco Housing Authority and the U.S. Department of Housing and Urban Development, which began on July 1, 1991, terminates at the time HUD implements the Public Housing Management Assessment Program (PHMAP); and

WHEREAS, the San Francisco Housing Authority performed an internal performance assessment in accordance with the new PHMAP rule which reveals that the SFHA's management performance has improved to a level qualifying for de-designation by HUD as a "Troubled" agency;

WHEREAS, San Francisco Housing Authority is required to provide certification as to data on PHMAP performance indicators not found in existing HUD reporting and data forms; namely Indicators, 1, 3, 5, 6, 7, 8, and 11.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority approves the certification under the Public Housing Management Assessment Program for performance indicators (1) Vacancy Number and Percentage; (3) Rents Uncollected; (5) Unit Turnaround; (6) Outstanding Work Orders; (7) Annual Inspection and Condition of Units and Systems; (8) Tenant Accounts Receivables; and (11) Resident Initiatives.

2. The President of the Commission is authorized to execute the PHMAP certified questionnaire.

3. The Executive Director is authorized to apply to the U.S. Department of Housing and Urban Development for removal of the San Francisco Housing Authority from "Troubled" status.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/23/92
Date

Commissioner Reen moved to adopt Resolution No. 3746 and Commissioner Chuck seconded the motion.

Resolution No. 3746 was UNANIMOUSLY ADOPTED.

(c)

RESOLUTION NO. 3747
ADOPTED 01/23/92

RESOLUTION THE EXECUTIVE DIRECTOR TO PROCURE ENAMEL AND FLAT FIVE GALLON CONTAINERS OF LATEX PAINT FROM KELLY MOORE PAINT COMPANY IN AN AMOUNT NOT TO EXCEED $56,400.00 FOR THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority solicited bids for paint pursuant to its Invitation for Bids (IFB), number 014-91; and

WHEREAS, the Authority received paint samplers and bids from Dunn-Edwards, Fregosi & Company, Kelly Moore, Sherwin-Williams, and Sinclair Paint Co., and received a bid but no paint sample for General Merchandise; and

WHEREAS, the Authority tested all samples received under similar conditions, rated the performance of the samples received, and incorporated the performance rating into the bid tabulations for the products; and

WHEREAS, the Authority determined that Kelly Moore Paint Company was the lowest, responsive, responsible bidder for the required paint; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority must award to the lowest, responsive, responsible bidder, and;

WHEREAS, funding for the paint products is available as part of the Authority's operating budget and Comprehensive Improvement Assistance Program (CIAP) for fiscal year 199-92.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order in the amount of $56,400.00 for the procurement of paint from Kelly Moore Paint Company during fiscal year 1991-92, and as provided for in the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

01/23/92
Date

Commissioner Williams moved to adopt Resolution No. 3747 and Commissioner Chuck seconded the motion.

Resolution No. 3747 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Al Smith Jan Allen Genie Bowie Jeri Maxwell
Harriet Wood

12. ADJOURNMENT: 6:05 PM

Reverend James E. Goode
President

David Gilmore, Secretary and
Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

February 7, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, February 13, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

DOCUMENTS DEPT.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 13, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, February 13, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

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NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Resolution authorizing the Executive Director to negotiate a contract with Frigidaire to purchase appliances and appliance parts and to increase the purchase order for appliances in an amount not to exceed $225,000.00 for the remainder of fiscal year 1991-92.

(b) Resolution - Resolution approving revisions to San Francisco Housing Authority Personnel Policies and Procedures.

(c) Resolution - Resolution authorizing the Executive Director to attend the council of Large Public Housing Authorities (CLPHA) Quarterly Meeting in Washington D.C. on February 19-22, 1992.

(d) Resolution - Resolution ratifying placement of the Boiler and Machinery insurance coverage by the Executive Director in the amount of $13,429.00 for the fiscal year 1991-92.

(e) Resolution - Resolution approving the execution and delivery of a First Supplemental Indenture relating to the Housing Authority of the City and County of San Francisco Variable Rate Demand Multifamily Housing Revenue Bonds, 1985 Series D (737 Post Project) and the execution and delivery of related documents.

11. VISITORS:

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, February 13, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, February 13, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:09 p.m.

Roll Call found the following members to be:

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PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ABSENT: William Drypolcher, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the Agenda of February 13, 1992 and Commissioner Reen seconded the motion.

The Agenda of February 13, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of January 23, 1991 and Commissioner Lillian seconded the motion.

The minutes of January 23, 1991 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

None.

6. COMMITTEE REPORT:

None.

7. REPORT OF COUNSEL:

Submitted in writing.

8. TENANT REPRESENTATIVE REPORT:

None.

9. UNFINISHED BUSINESS:

None.

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3748
DATE ADOPTED 02/13/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A CONTRACT WITH FRIGIDAIRE TO PURCHASE APPLIANCES AND APPLIANCE PARTS AND TO INCREASE THE PURCHASE ORDER FOR APPLIANCES IN AN AMOUNT NOT TO EXCEED $225,000.00 FOR THE REMAINDER OF FISCAL YEAR 1991-1992

WHEREAS, the Authority solicited bids, in full and open competition, for the procurement of stoves and refrigerators pursuant to its bid number 005-92; and

WHEREAS, the Authority received bids from General Electric, Frigidaire, and Western Appliance for the procurement of stoves, and refrigerators, including the availability of replacement parts for these appliances; and

WHEREAS, Frigidaire was the lowest, responsive, responsible bidder for both stoves and refrigerators; and

WHEREAS, funding for the items described herein has been approved as part of the operating budget for the Authority during fiscal year 1991-1992;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate a contract with Frigidaire to include the purchase of stoves, refrigerators and replacement parts, not to exceed a two year period from January 1992.

2. The Executive Director is authorized to increase the purchase order for the procurement of stoves and refrigerators from Frigidaire in an amount not to exceed $225, 000.00 during the remainder of fiscal year 1991-92, or as provided for under the provisions of the procurement policy adopted by the San Francisco Housing Authority Commission on June 13, 1991.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/13/92
Date

Commissioner Lillian moved to adopt Resolution No. 3748 and Commissioner Goode seconded the motion.

Resolution No. 3748 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3749
DATE ADOPTED 02/13/92

RESOLUTION APPROVING REVISIONS TO SAN FRANCISCO HOUSING AUTHORITY PERSONNEL POLICIES AND PROCEDURES

WHEREAS, the San Francisco Housing Authority's Personnel Policies and Procedures were last revised in 1987; and

WHEREAS, since 1987, changes in state and federal law, or court decisions regarding interpretation of state and federal law have resulted in a need to revise or clarify the Authority's Personnel Policies and Procedures regarding Employment Classifications and Leave Benefits; and

WHEREAS, the Family Rights Act of 1991 requires employers to grant family care leave to eligible employees for the birth, adoption, or serious illness of a child, or for the care of a parent or spouse who has a serious health condition; and

WHEREAS, the Authority has undertaken a comprehensive review of its policies and procedures regarding employment classifications and leave benefits; and

WHEREAS, any changes to the Authority's Personnel Policies and Procedures will not have any effect on any employee who is covered by a collective bargaining agreement unless and until that agreement is modified; and

WHEREAS, the Personnel Policies and Procedures regarding Employment Classifications, Overtime/Compensatory Time/Administrative Leave, Leaves (Paid Leave), and Other Leaves/Leaves of Absence (With or Without Pay) have been revised to take into account current requirements of state or federal law, as well as to clarify and update those policies and procedures;

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission approves revisions to the San Francisco Housing Authority Personnel Policies and Procedures;

2. The Executive Director is hereby authorized to implement the Personnel Policies and Procedures as revised; and

3. Notwithstanding any other provisions of the San Francisco Housing Authority Personnel Policies and Procedures to the contrary, the Commission re-affirms Resolution No. 2744, Disciplinary Procedure for Management Personnel, with respect to positions and classifications originally listed, the following positions and classifications, and any successor positions and classifications to them:

Deputy Executive Director for Management Operations
Deputy Executive Director for Administration and Finance
Director of Rehabilitation and Construction
Director of Planning and Design
Director of Conventional Housing Management
Director of Leased Housing
Director of Personnel
Director of Procurement
Director of Internal Audit
Director of Resident Services
Director of Economic Development
Director of Public Affairs
Affirmative Action Compliance Officer
Controller
Legal Counsel
Director of Maintenance
General Superintendent
Director of MIS/EDP Systems

4. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/13/92
Date

Commissioner Williams moved to adopt Resolution No. 3749 and Commissioner Boileau seconded the motion.

Resolution No. 3746 was adopted with Commissioner Boileau abstaining.

(c) RESOLUTION NO. 3750
ADOPTED 02/13/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING IN WASHINGTON D.C. ON FEBRUARY 19-22, 1992

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, the Council of Large Public Housing Authorities (CLPHA) is holding its Quarterly Meeting in Washington D.C. on February 19-22, 1992; and

WHEREAS, the Quarterly Meeting will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned Quarterly Meeting is important and essential to the Authority's conduct;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned Quarterly Meeting on February 19-22, 1992.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/13/92
Date

Commissioner Williams moved to adopt Resolution No. 3750 and Commissioner Reen seconded the motion.

Resolution No. 3750 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3751
DATE ADOPTED 02/13/92

RESOLUTION RATIFYING PLACEMENT OF THE BOILER & MACHINERY INSURANCE COVERAGE BY THE EXECUTIVE DIRECTOR IN THE AMOUNT OF $13,429.00 FOR THE FISCAL YEAR 1991-92

WHEREAS, Section 305, Part Two of the Annual Contribution Contract dated August 27, 1964, as amended between the Housing Authority and the City and County of San Francisco ("the Authority") and the U.S. Department of Housing and Urban Development requires that the Authority insure all property and equipment against risks with respect to which insurance is commonly carried on similar property and equipment in the locality; and

WHEREAS, the Authority, through its agents and staff solicited several insurance companies to provide quotations for Boiler and Machinery insurance that would cover all of the Authority's property at the most advantageous prices; and

WHEREAS, the quote from the American Motorist Insurance Company of Long Grove, IL, was the most reasonable under the current market conditions and most advantageous to the Authority and the terms of coverage will meet the federal requirements; and

WHEREAS, the Executive Director was required to place said insurance prior to the Commission meeting of February 13, 1992, to prevent the Authority's boiler insurance coverage from lapsing.

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director's action to place boiler insurance coverage with the American Motorist Insurance Company is ratified as well as the insurance premium for said coverage in the amount of $13,429.00.

2. The resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/13/92
Date

Commissioner Williams moved to adopt Resolution No. 3751 and Commissioner Reen seconded the motion.

Resolution No. 3751 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3752
DATE ADOPTED 02/13/92

RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF A FIRST SUPPLEMENTAL INDENTURE RELATING TO THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO VARIABLE RATE DEMAND MULTIFAMILY HOUSING REVENUE BONDS, 1985 SERIES D (737 POST PROJECT) AND THE EXECUTION AND DELIVERY OF RELATED DOCUMENTS

WHEREAS, the Housing Authority of the City and County of San Francisco (the "Authority") issued its Variable Rate Demand Multifamily Housing Revenue Bonds, 1985 Series D (737 Post Project) (the "Bonds") pursuant to that certain indenture, dated as of December 1, 1985 (the "Indenture"), by and between the Authority and Security Pacific National Bank, as Trustee (the "Trustee"); and

WHEREAS, the Indenture provides for security for the Bonds in the form of the Bank Letter of Credit or a Substitute Credit Facility, as such terms are defined in the Indenture; and

WHEREAS, First Interstate Commercial Corporation has succeeded to the ownership interest in the Development (as such term is defined in the Indenture) and as successor developer (the "Developer") has requested an amendment to the Indenture in the form of the First Supplemental Indenture presented to this meeting; and

WHEREAS, the City and County of San Francisco, as Administrator (as that term is defined in the Indenture), has recommended to the Authority that the Authority enter into the First Supplemental Indenture in such form; and

WHEREAS, the Bank (as that term is defined in the Indenture) has indicated its intention to tender its consent to the amendments incorporated in the First Supplemental Indenture in such form; and

WHEREAS, as a condition to the effectiveness of an amendment of the Indenture in the form of the First Supplemental Indenture, the Indenture requires the consent of Bondholders, which consent shall be obtained prior to the execution and delivery of the First Supplemental Indenture by the Authority and the Trustee; and

WHEREAS, the First Supplemental Indenture in the form presented to this meeting is an appropriate instrument to be executed and delivered for the purposes intended; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The proposed form of First Supplemental Indenture in the form presented to this meeting is hereby approved. The President of this Board of Commissioners is hereby authorized and directed, for and in the name and on behalf of this Board of Commissioners and the Authority, to execute by manual or facsimile signature, attested by the Secretary of the Board of Commissioners under the seal of the Authority, and such officers are hereby authorized and directed, for and in the name and on behalf of the Board of Commissioners and the Authority to deliver, the First Supplemental Indenture in substantially said form, with such additions thereto or changes therein as such officers may approve or recommend upon consultation with bond counsel to the Authority, the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the First Supplemental Indenture.

2. All actions heretofore taken by the officers and agents of the Authority with respect to the First Supplemental Indenture are hereby approved, confirmed and ratified, and the proper officers of the Authority are hereby authorized and directed, for and in the name and on behalf of the Authority, to do any and all things and take any and all actions and execute and deliver any and all certificates and other documents which they, or any of them, may deem necessary or advisable in order to consummate the execution and delivery of the First Supplemental Indenture and the performance of the Authority's obligations under the First Supplemental Indenture. No such certificate or other documents shall create any obligation or liability of the Authority other than with respect to any revenues or assets derived by the Authority from the use of the proceeds of the Bonds.

3. If the President of this Board of Commissioners is unavailable to execute the documents hereinabove mentioned, the Vice-President of this Board of Commissioners shall be entitled to sign in the place of the President, and if the Secretary of this Board of Commissioners is unavailable to attest to any such signature on any such documents, any deputy of the Secretary shall be entitled to so attest in the place of the Secretary of this board.

4. This resolution shall take effect immediately upon its adoption.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/13/92
DATE

Commissioner Williams moved to adopt Resolution No. 3752 and Commissioner Lillian seconded the motion.

Resolution No. 3752 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Steven L. Guffey	Jose Pasamba	Teresa T. Causino
Lillian S. Weiss	Kathrine Wunz	Harriette Stock
Laura Grelung	Jan Allen	Henry A. Gadison
Lorraine Bender	Genie Bowie	Jewel Green
Eva Mae Williams	Jimmie Mumphrey	R.L. Speer
Vernon Glade		

12. ADJOURNMENT: 6:15 PM

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

February 21, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, February 27, 1992, at 440 Turk Street, San Francisco, California.

for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 27, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, February 27, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

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NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Resolution commending Roman Rodriquez on the occasion of his retirement

(b) Resolution - Resolution commending Charles Webb on the occasion of his retirement

(c) Resolution - Resolution authorizing the Executive Director to extend the contracts with Demakas Plumbing & Heating and Bay Area Mechanical & Engineering, Inc. through March 31, 1992

(d) Resolution - Resolution authorizing the Executive Director to enter into a contract with Hy-Tech Elevator Services for the modernization of elevators located at project CAL 1-21, 330 Clementina Towers in the amount of $155,419.00

(e) Resolution - Resolution authorizing the Executive Director to enter into a contract with Hy-Tech Elevator Services for the modernization of elevators located at project CAL 1-21, 320 Clementina Towers in the amount of $168,021.00

(f) Resolution - Resolution authorizing the Executive Director to enter into a contract with Angotti & Reilly, Inc. for the installation of emergency generators at John F. Kennedy Towers, 990 Pacific Avenue, and 1880 Pine Street Housing Developments for the amount of $269,468.00

(g) Resolution - Resolution authorizing the Executive Director to execute a purchase order for the Housing Authority Risk Retention Group in the amount of $160,000.00 for the 1991-92 policy year

(h) Resolution - Resolution authorizing the Executive Director to execute payment for the Housing Authority's Lead-Based Paint Coverage H insurance premium in the amount of $66,792.48

11. VISITORS:

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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2/27/92

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, February 27, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, February 27, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:10 p.m.

Roll Call found the following members to be:

PRESENT:	Reverend James E. Goode, President
	Lewis Lillian, Vice President
	Reverend Harry Chuck, Commissioner
	Robert J. Boileau, Commissioner
	Albert J. Reen, Commissioner
	Carlene Williams, Commissioner

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A quorum was present.

ABSENT:	William Drypolcher, Commissioner
ALSO PRESENT:	Carol Wilkins, Acting Secretary
	Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Williams moved to amend the Agenda of February 27, 1992 and Commissioner Boileau seconded the motion. The vote to amend the agenda of February 27, 1992 was UNANIMOUSLY APPROVED.

Carol Wilkins, acting Secretary, explained that the agenda was amended to substitute a Revised version of Resolution F.

The Revised version rescinds the Commissioner's previous action to award the contract to the low bidder.

This action is being taken at the low bidder's request as the company indicated it was unable to fulfill the requirements of the bid.

Commissioner Boileau moved to approve the Agenda, as amended, and Commissioner Williams seconded the motion.

The Agenda of February 27, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of February 13, 1991 and Commissioner Boileau seconded the motion.

The minutes of February 13, 1992 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

None.

6. COMMITTEE REPORT:

None.

7. REPORT OF COUNSEL:

Submitted in writing.

8. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, President of PHTA gave the tenant report. Ms. Richardson reported the following:

- Alta Faye Scales moved to Section 8 housing while Alemany rehabilitation continues. Ms. Richardson would like Ms. Scales to continue to work with tenants and with PHTA.
- Ms. Richardson commented on the progress of programs of PHTA and the elections at the developments.

9. UNFINISHED BUSINESS:

None.

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3753
DATE ADOPTED 02/27/92

RESOLUTION COMMENDING ROMAN RODRIQUEZ
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Roman Rodriquez has retired from the Housing Authority of the City and County of San Francisco on February 7, 1992 after twenty-one years of service; and

WHEREAS, during his career as an employee of this Authority, he faithfully and diligently discharged his duties as a painter; and

WHEREAS, Mr. Rodriquez has gained the respect of the Commission of this Authority, the staff, and his fellow employees for his loyalty, efficiency, and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Roman Rodriquez its appreciation for long and faithful service and extends its best wishes for a very happy retirement:

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3753 and Commissioner Lillian seconded the motion.

Resolution No. 3753 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3754
DATE ADOPTED 02/27/92

RESOLUTION COMMENDING CHARLES WEBB
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Charles Webb will retire from the Housing Authority of the City and County of San Francisco on February 28, 1992 after twenty-eight years and five months; and

WHEREAS, during his career as an employee, he was faithful and resolute in his duties as a laborer; and

WHEREAS, Mr. Webb served as a mentor and positive role model to the many public housing youth assigned to the Authority through the Mayor's Summer Youth Program; and

WHEREAS, Mr. Webb has gained the respect of the Commission of this Authority, staff and his fellow employees, and the residents for his hard work, loyalty and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Charles Webb its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3754 and Commissioner Lillian seconded the motion.

Resolution No. 3754 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3755
DATE ADOPTED 02/27/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXTEND THE CONTRACTS WITH DEMAKAS PLUMBING & HEATING AND BAY AREA MECHANICAL & ENGINEERING, INC., THROUGH MARCH 31, 1992

WHEREAS, the Authority is committed to maintaining the heating systems and boilers throughout its developments in optimal operating condition; and

WHEREAS, the Authority solicited proposals in full and open competition for heating systems and boiler plants maintenance, and emergency plumbing support services; and

WHEREAS, the Authority received proposals from the Bay Area Mechanical & Engineering, Inc., Demakas Plumbing & Heating, and Fraser Boiler Works, in response to the solicitation; and

WHEREAS, the Authority must analyze the proposals submitted more thoroughly, and possibly conduct oral interviews, prior to concluding its selection process for the required services; and

WHEREAS, the Authority must extend its current contracts with Demakas Plumbing & Heating and Bay Area Mechanical & Engineering, Inc., through March 31, 1992, at the latest, so that the current selection process may be completed properly; and

WHEREAS, funding for the services described herein was approved by the Commission on October 24, 1991 per resolution number 3706;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend the contracts with Demakas plumbing & Heating and Bay Area Mechanical & Engineering, Inc., for heating systems and boiler plants maintenance services, and emergency plumbing support services through March 31, 1992.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Boileau moved to adopt Resolution No. 3755 and Commissioner Lillian seconded the motion.

Resolution No. 3755 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3756
DATE ADOPTED 02/27/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HY-TECH ELEVATOR SERVICES FOR THE MODERNIZATION OF

ELEVATORS LOCATED AT PROJECT CAL 1-20,
330 CLEMENTINA TOWERS IN THE AMOUNT OF $155,419.00.

WHEREAS, on January 13, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-21, 330 Clementina Towers housing development; and

WHEREAS, on February 6, 1992, five (5) bids were received as follows:

Bidder	Bid Amount
1.Hy-Tech Elevator Services	$155,419.00
2.United States Elevator Company	$173,000.00
3.Millar Elevator Service Company	$188,000.00
4.Imperial Elevator Service Company	$204,740.00
5.Dover Elevator Company	$219,000.00

WHEREAS, the Authority has evaluated the bids and determined that Hy-Tech Elevator Services is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Hy-Tech Elevator Services in the amount of $155,419.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
DATE

Commissioner Reen moved to adopt Resolution No. 3756 and Commissioner Williams seconded the motion.

Resolution No. 3756 was adopted with Commissioner Boileau abstaining.

(e) RESOLUTION 3757
DATE ADOPTED 02/27/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HY-TECH ELEVATOR SERVICES FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-21, 320 CLEMENTINA TOWERS IN THE AMOUNT OF $168,021.00.

WHEREAS, on January 13, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-21, 320 Clementina Towers housing development; and

WHEREAS, on February 6, 1992, five (5) bids were received as follows:

Bidder	Bid Amount
1. Hy-Tech Elevator Services	$168,021.00
2. United States Elevator Company	$176,000.00
3. Millar Elevator Service Company	$194,969.00
4. Imperial Elevator Service Company	$204,740.00
5. Dover Elevator Company	$219,000.00

WHEREAS, the Authority has evaluated the bids and determined that Hy-Tech Elevator Services is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Hy-Tech Elevator Services in the amount of $168,021.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Lillian moved to adopt Resolution No. 3757 and Commissioner Reen seconded the motion.

Resolution No. 3757 was adopted with Commissioner Boileau abstaining.

(f) RESOLUTION NO. 3758
DATE ADOPTED: 02/27/92

RESOLUTION RESCINDING RESOLUTION NO. 3693 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ANGOTTI & REILLY, INC. FOR THE INSTALLATION OF EMERGENCY GENERATORS AT JOHN F. KENNEDY TOWERS, 990 PACIFIC AVENUE, AND 1880 PINE STREET HOUSING DEVELOPMENTS FOR THE AMOUNT OF $269,468.00.

WHEREAS, on August 27, 1991 the Authority advertised for bids for the installation of emergency generators at the CAL 1-18(1), John F. Kennedy Towers; CAL 1-19(1), 990 Pacific Avenue; and CAL 1-23, 1880 Pine Street housing developments; and

WHEREAS, on September 17, 1991 the following ten (10) bids were received, publicly opened and read aloud; and

Bidder	Bid Amount
1. A. Answer, Inc.	$235,919.00
2. Angotti & Reilly, Inc.	$269,468.00
3. Precision Electrical Design - Build, Inc.	$272,190.00
4. Edward W. Scott Electric Co., Inc.	$284,400.00
5. A.S. Ferrari and Son, Inc.	$308,998.00
6. Cresci Electric, Inc.	$319,387.00
7. McClure Electric, Inc.	$323,628.00
8. Berrios Construction Co., Inc.	$325,000.00
9. Millard Tong Construction Co., Inc.	$367,050.00
10. Empire Electric Construction Co.	$472,784.00

WHEREAS, Resolution No. 3693 was adopted on September 26, 1991 authorizing the Executive Director to enter into a contract with the low bidder, A. Answer, Inc.; and

WHEREAS, on January 9, 1992, A. Answer, Inc. formally withdrew their bid proposal; and

WHEREAS, Resolution No. 3693, adopted on September 26, 1991 is hereby rescinded; and

WHEREAS, the second low bidder, Angotti & Reilly, Inc. has agreed to perform the work specified for their original contract price; and

WHEREAS, all additional relevant documents submitted by Angotti & Reilly, Inc. have been reviewed and found to be in order; and

WHEREAS, the bid is within the funding available in the CA-1-918, Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution No. 3693, adopted on September 26, 1991 is hereby rescinded.

2. The Executive Director/Secretary is authorized to award a contract for said work to Angotti & Reilly, Inc. in the amount of $269,468.00.

3. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Lillian moved to adopt Resolution No. 3758 and Commissioner Reen seconded the motion.

Resolution No. 3758 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3759
DATE ADOPTED: 02/27/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE HOUSING AUTHORITY RISK RETENTION GROUP IN THE AMOUNT OF $160,000.00 FOR THE 1991-1992 POLICY YEAR

WHEREAS, the Authority by Resolution No. 3006 dated May 28, 1987, accepted membership into the Housing Authority Risk Retention Group ("HARRG") for the provision of general liability insurance; and

WHEREAS, the Authority by Resolution No. 3661 dated July 11, 1991, renewed its policy with HARRG for the 1991-1992 policy year; and

WHEREAS, the Authority's policy with HARRG requires the agency to pay a deductible in the amount of $5,000.00 for each general liability claim that is accepted for payment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute a purchase order for the Housing Authority Risk Retention Group for the 1991-1992 policy year in an amount not to exceed $160,000.00.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3759 and Commissioner Williams seconded the motion.

Resolution No. 3759 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3760
DATE ADOPTED: 02/27/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PAYMENT FOR THE HOUSING AUTHORITY'S LEAD-BASED PAINT COVERAGE H INSURANCE PREMIUM IN THE AMOUNT OF $66,792.48

WHEREAS, the Authority by Resolution No. 3006 dated May 28, 1987, accepted membership into the Housing Authority Risk Retention Group ("HARRG") for the provision of general liability insurance; and

WHEREAS, the Authority by Resolution No. 3661 dated July 11, 1991, renewed its policy with HARRG for the 1991-1992 policy year; and

WHEREAS, HARRG offered Lead-Based Paint Coverage H to all housing authorities upon the condition that identification of all units built pre-1978 be reported to determine the cost for insuring such units; and

WHEREAS, the Authority has completed its identification and HARRG has determined that the cost to insure the 5,488 units as reported is $66,792.48;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute payment for the Housing Authority's Lead-Based Paint Coverage H premium for the 1991-1992 policy year.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

02/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3760 and Commissioner Williams seconded the motion.

Resolution No. 3760 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Alma L. Lark	Jan Allen	Jeri Maxwell	Alta Faye Scales
Tiki Hadley	Lorraine Bender	Dr. Frank J. Clauss	

12. ADJOURNMENT: 5:30 PM

Reverend James E. Goode
President

David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

March 6, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, March 12, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

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A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MARCH 12, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, March 12, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

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NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Resolution authorizing the Executive Director to enter into a contract with Rosenberg McGinnis, AIA. Inc. in the amount of $34,000.00 for architectural services for the repair of rust at 4101 Noriega and the Great Highway and for the repair of the dryrot at 363 Noe Street.

(b) Resolution - Resolution authorizing the Executive Director to enter into a contract with Health Science Associates, in the amount of $100,650.00 to provide consulting services for the thorough assessment of risks relative to Lead-Based Paint at eighteen (18) authority developments. (A list is attached.)

(c) Resolution - Resolution authorizing the Executive Director to travel to Washington, D.C. on March 25-26, 1992.

(d) Resolution - Resolution for ratification of Proceed Order Numbers 18, 21, 22, and 23, to Ultrex Corporation in the total amount not to exceed $13,878.22 for comprehensive rehabilitation at CAL 1-16, Alemany Housing.

(e) Resolution - Resolution for approval of Proceed Order Numbers 25 and 26 in the cumulative amount not to exceed $51,210.00 to Ultrex Corporation for rehabilitation construction at CAL 1-16, Alemany Housing.

(f) Resolution - Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at Project CAL 1-28, 666 Ellis Street in the amount of $232,009.00.

(g) Resolution - Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at Project CAL 1-27, 350 Ellis Street in the amount of $229,189.00.

(h) Resolution - Resolution authorizing the Executive Director to increase the encumbrance to National Guardian Security Services Corporation for the maintenance and services of the complete fire sprinkler water flow alarm and supervisory trouble monitoring at CAL 1-5, Bernal Dwellings and CAL 1-18(7), Hayes Valley by the amount of $20,000.00.

(i) Resolution - Resolution for ratification of Change Order No. G-2 in the amount of $69,500.00 at CAL 1-9, Westbrook Apts., CAL 1-17 (A), Hunters Point, Cal 1-18 (3), Hunters View for abatement of asbestos.

(j) Resolution - Resolution for ratification of Change Order numbers G-43 through G-60, G-62 through G-72, G-74 through G-76, G-78 through G-81 to Ultrex Corporation in the total amount of $162,074.60 for comprehensive rehabilitation at Cal 1-16 Alemany Housing.

11. VISITORS:

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, March 12, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, March 12, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:10 p.m.

Roll Call found the following members

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Lillian moved to amend the Agenda of March 12, 1992 and Commissioner Williams seconded the motion. The vote to amend the agenda of March 12, 1992 was UNANIMOUSLY APPROVED.

David Gilmore, Executive Director, explained that the agenda was amended to withdraw Resolution F and Resolution G.

Commissioner Lillian moved to approve the Agenda, as amended, and Commissioner Reen seconded the motion.

The Agenda of March 12, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of February 27, 1992 and Commissioner Reen seconded the motion.

The minutes of February 27, 1992 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

None.

6. COMMITTEE REPORT:

Commissioner Boileau reported there had been a Sight and Design meeting held earlier in the day. The committee's recommendations were to be presented as each item was considered on the agenda.

Commissioner Drypolcher reported that the Finance Committee had met for an update on the Housing Authority's current budget.

7. REPORT OF COUNSEL:

No new matters to report; submitted in writing.

8. TENANT REPRESENTATIVE REPORT:

None.

9. UNFINISHED BUSINESS:

None.

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3761
DATE ADOPTED 03/12/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ROSENBERG MCGINNIS, AIA, INC. IN THE AMOUNT OF $34,000 FOR ARCHITECTURAL SERVICES FOR REPAIR OF RUST AT 4101 NORIEGA AND THE GREAT HIGHWAY AND FOR REPAIR OF DRYROT AT 363 NOE.

WHEREAS, rust problems have been identified at 4101 Noriega and the Great Highway and dryrot problems are present at 363 Noe; and

WHEREAS, funding has been allocated in the Authority's CA-1-919 CIAP budget to address these problems; and

WHEREAS, a consultant is required to assist in this effort; and

WHEREAS, the Authority advertised for these services, reviewed the proposals submitted by eleven architectural firms, and determined that Rosenberg McGinnis, AIA, Inc. is the most appropriate consultant to assist in this effort; and

WHEREAS, Rosenberg McGinnis, AIA, Inc. has proposed a fee of $34,000 to provide services for the repair of the rust and dryrot; and

WHEREAS, these fees are within the funding available in the CA-1-919 CIAP budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Rosenberg McGinnis, AIA, Inc. in the amount of $34,000.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3761 and Commissioner Chuck seconded the motion.

Resolution No. 3761 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3762
DATE ADOPTED 03/12/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HEALTH SCIENCE ASSOCIATES, IN THE AMOUNT OF $100,650.00 TO PROVIDE CONSULTING SERVICES FOR THE THOROUGH ASSESSMENT OF RISKS RELATIVE TO LEAD-BASED PAINT AT EIGHTEEN (18) AUTHORITY DEVELOPMENTS

WHEREAS, the Department of Housing and Urban Development requires that a thorough risk assessment relative to lead-based paint be performed at all developments prior to 1994 as stated in the Lead Based Paint Poisoning Prevention Act, Section 302 and the Dept. of Housing and Urban Developments "Lead Based Paint Interim Guidelines for Hazard Identification and Abatement in Public and Indian Housing;" and

WHEREAS, the Department of Housing and Urban Development has provided CIAP funding for lead-based paint testing at eighteen (18) Authority developments; and

WHEREAS, on January 22, 1992, the Authority issued a Request for Proposals for qualified firms to provide these services; and

WHEREAS, on February 13, 1992, eleven (11) firms responded with proposals; and

WHEREAS, a panel, including a resident, a representative from the S.F. Dept. of Public Health, and the SFHA staff, reviewed all proposals received and identified Health Science Associates, as the most advantageous offeror, price and other factors considered, to provide these services; and

WHEREAS, Health Science Associates, has proposed a fee of $100,650.00 to provide services for this work; and

WHEREAS, this fee is within the funding available in the CA-1-919 CIAP budgets; and

WHEREAS, HUD approval is required.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Health Science Associates, in the amount of $100,650.00.

2. This resolution becomes effective immediately upon HUD approval.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Reen moved to adopt Resolution No. 3762 and Commissioner Williams seconded the motion.

Resolution No. 3762 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3763
DATE ADOPTED 03/12/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO TRAVEL TO WASHINGTON D.C. ON MARCH 25-26, 1992

WHEREAS, David Gilmore, Executive Director, has been invited by Joseph Schiff, Assistant Secretary for Housing and Urban Development (HUD), to meet and discuss issues of concern involving conventional public housing. He also wishes to discuss the future of public housing; and

WHEREAS, it is in the interest of the San Francisco Housing Authority that David Gilmore participate in said meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend meeting with Mr. Schiff, Assistant Secretary for HUD.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Reen moved to adopt Resolution No. 3763 and Commissioner Drypolcher seconded the motion.

Resolution No. 3763 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3764
DATE ADOPTED 03/12/92

RESOLUTION FOR RATIFICATION OF PROCEED ORDER NOS. 18, 21, 22, AND 23 TO ULTREX CORPORATION IN THE TOTAL AMOUNT NOT TO EXCEED $13,878.22 FOR COMPREHENSIVE REHABILITATION AT CAL 1-16, ALEMANY HOUSING

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract under date of October 13, 1989, with Ultrex Corporation to provide the Comprehensive Rehabilitation of the Alemany Development, CAL 1-16; and

WHEREAS, the Authority desires to add to the contract the scope of the work described by Proceed Orders 18, 21, 22, and 23; and

WHEREAS, costs were determined on time-and-material or agreed unit cost basis and limited to a total combined cost not to exceed $13,878.22; and

WHEREAS, funds in the amount of said Proceed Orders are available in DHUD CIAP Budget CA 1-914 and CA 1-918.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Proceed Orders No. 18, 21, 22, and 23 in the total amount not to exceed $13,878.22 to Ultrex Corporation are hereby ratified.

2. The Executive Director is authorized to execute change orders which result from these specified proceed orders.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
DATE

Commissioner Williams moved to adopt Resolution No. 3764 and Commissioner Reen seconded the motion.

Resolution No. 3764 was adopted with Commissioner Boileau abstaining.

(e) RESOLUTION 3765
DATE ADOPTED 03/12/92

RESOLUTION FOR APPROVAL OF PROCEED ORDER NOS. 25 AND 26 IN THE CUMULATIVE AMOUNT NOT TO EXCEED $51,210.00 TO ULTREX CORPORATION FOR REHABILITATION CONSTRUCTION AT CAL 1-16, ALEMANY HOUSING

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with Ultrex Corporation for the construction of Alemany Housing Rehabilitation at CAL 1-16, on October 13, 1989; and

WHEREAS, the Authority desires to add to the contract the scope of the work described by Proceed Order Nos. 25 and 26; and

WHEREAS, the Authority staff will monitor the work and authorize cost on the basis of time-and-materials; and

WHEREAS, funds in the amount of said Change Order are available in proposed DHUD CIAP revised Budget CA 1-918.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Proceed Order Nos. 25 and 26 in the cumulative amount not to exceed $51,210.00 to Ultrex Corporation are hereby approved.

2. The Executive Director is authorized to execute change orders resulting from said proceed orders.

3. This resolution shall become effective upon approval of said proceed order and budget revision by the Department of Housing and Urban Development.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3765 and Commissioner Reen seconded the motion.

Resolution No. 3765 was adopted with Commissioner Boileau abstaining.

(h) RESOLUTION NO. 3766
DATE ADOPTED: 03/12/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE TO NATIONAL GUARDIAN SECURITY SERVICES CORPORATION FOR THE MAINTENANCE AND SERVICES OF THE COMPLETE FIRE SPRINKLER WATER FLOW ALARM AND SUPERVISORY TROUBLE MONITORING AT CAL 1-5, BERNAL DWELLINGS and CAL 1-18(7), HAYES VALLEY BY THE AMOUNT OF $20,000

WHEREAS, the Authority is required to monitor its fire sprinkler systems at CAL 1-5, Bernal Dwellings, and CAL 1-18(7) Hayes Valley North and South; and

WHEREAS, funding has been allocated from the operating budget for the monitoring, maintenance and service of the complete fire sprinkler water flow alarm, and the supervisory trouble monitoring at these developments; and

WHEREAS, the Authority is not certified to provide this monitoring service; and

WHEREAS, the Authority entered into an agreement with National Guardian Security Service for these services.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to increase the encumbrance for the contract with National Guardian Security Services Corporation in the amount of $20,000 for the maintenance and service of the complete fire sprinkler, water flow alarm and supervisory trouble monitoring at CAL 1-5, Bernal Dwellings and CAL 1-18(7), Hayes Valley (North and South).

This resolution shall become effective immediately.
APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3766 and Commissioner Reen seconded the motion.

Resolution No. 3766 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3767
DATE ADOPTED: 03/12/92

RESOLUTION FOR RATIFICATION OF CHANGE ORDER NO. G-2
IN THE AMOUNT OF $69,500.00
AT CAL 1-9, WESTBROOK APTS., CAL 1-17 (A), HUNTERS POINT,
CAL 1-18 (3), HUNTERS VIEW FOR ABATEMENT OF ASBESTOS

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority", entered in a construction contract with ACS: Asbestos Hazard Management, Inc., for the Abatement of Asbestos at CAL 1-9, Westbrook, CAL 1-17 (A), Hunters Point, CAL 1-18 (3), Hunters View on March 6, 1991; and

WHEREAS, the Authority wishes to add the scope of work described by Change Order G-2 to this contract; and

WHEREAS, the Authority staff has reviewed the proposed cost and found the same to be fair and reasonable; and

WHEREAS, the Executive Director directed the Contractor, ACS: Asbestos Hazard Management, Inc., to commence the added scope in order to quickly remove a hazardous condition from the Authority properties; and

WHEREAS, funds in the amount of said Change Order are available in the CIAP Budget CA 1-917;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order No. G-2 in the amount of $69,500.00 to ACS: Asbestos Hazard Management, inc. is hereby ratified.

2. This resolution is effective upon approval by the Department of Housing and Urban Development.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3767 and Commissioner Reen seconded the motion.

Resolution No. 3767 was adopted with Commissioner Boileau abstaining.

(j) RESOLUTION NO. 3768
DATE ADOPTED: 03/12/92

RESOLUTION FOR RATIFICATION OF CHANGE ORDER NOS. G-43 THROUGH G-60, G-62 THROUGH G-72, G-74 THROUGH G-76 G-78 THROUGH G-81 TO ULTREX CORPORATION IN THE TOTAL AMOUNT OF $162,074.60 FOR COMPREHENSIVE REHABILITATION AT CAL 1-16, ALEMANY HOUSING

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority", entered in a construction contract with Ultrex Corporation to provide the Comprehensive Modification of the Alemany Development, CAL 1-16; and

WHEREAS, the Authority desires to add to the scope of the work described by Change Orders G-43 through G-60, G-62 through G-72, G-74 through G-76, G-78 through G-81; and

WHEREAS, the Authority staff and Architect have reviewed the proposed cost and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Change Orders are available in DHUD CIAP Budget CA 1-917, and 1-918; and

WHEREAS, the Executive Director, in order to prevent unnecessary costs and delays against the Authority, has approved the subject change orders on behalf of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Orders No. G-43 through G-60, G-62 through G-72, G-74 through G-76, G-78 through G-81 in the total amount of $162,074.60 to Ultrex Corporation are hereby ratified.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/12/92
Date

Commissioner Reen moved to adopt Resolution No. 3768 and Commissioner Williams seconded the motion.

Resolution No. 3768 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Ruby Windom	Dr. Francis J. Clauss	Christina Neal
Eva Mae Williams	Alta Faye Scales	

12. ADJOURNMENT: 4:50 PM

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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March 20, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, March 26, 1992, at 440 Turk Street, San Francisco, California.

Karen M. Moore
for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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3/26/92

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MARCH 26, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, March 26, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

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2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Resolution authorizing the execution of an agreement with the Department of Housing and Urban Development, State of California, HAP-023, Amendment # 8 increasing funding for the Section 8 Aftercare Program to $7,762,071.00, which includes 28 additional certificates

(b) Resolution - Resolution authorizing the Executive Director to execute a purchase order to extend temporary employment services for rent collections through Officeteam in the amount not to exceed $15,000.00

(c) Resolution - Resolution approving write-off of vacated Tenants Accounts Receivable in the amount of $171,303.05 for the quarter ending March 31, 1992

(d) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contact with Western Security Bureau, Inc. for the provision of security services at Rosa Parks housing development in an amount not to exceed $53,298.00 for the period beginning April 1, 1992 through October 31, 1992

(e) Resolution - Resolution authorizing the Executive Director to execute a contract amendment with Rosenberg McGinnis, AIA, Inc. in the amount of $78,200.00 to provide roofing inspection services for the repair of building leak problems at CAL 1-4 Valencia Gardens, 1-17(A), Hunters Point, CAL 1-1, Holly Courts, 1-11, North Beach, 1-15 Ping Yuen CAL 1-30(B), 75-77 Coleridge Street, 1-30(C), Lundy's Lane 1-39(A), 939 Eddy Street, and 1-39(B), 951 Eddy Street

(f) Resolution - Resolution authorizing the Executive Director to enter into a contract with Kellco Services Inc. for monitoring the removal and disposal of asbestos floor tile and gaskets at the Alemany development for an amount not to exceed $49,700.00

(g) Resolution - Resolution authorizing the Executive Director to enter into a contract with Kellco Services Inc. to provide extended monitoring of the removal and disposal of asbestos containing materials at Westbrook, Hunters Point A, and Hunters View for the additional amount of $57,100.00

(h) Resolution - Resolution authorizing the Executive Direct to execute contracts with Bay Area Mechanical & Engineering and Demakas Plumbing & Heating for boiler and heating system maintenance and emergency plumbing support services in an amount not to exceed $340,000.00 for the remainder of fiscal year 1991-92

(i) Resolution - Resolution authorizing the Executive Director to enter into a contract with United States Elevator for the modernization of elevators located at Project CAL 1-29, 345 Arguello Boulevard and Project CAL 1-31, 25 Sanchez Street in the amount of $168,000.00

11. VISITORS:

12. ADJOURNMENT:

Karen M. Moore

for DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, March 26, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, March 26, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:40 p.m.

Roll Call found the following members

PRESENT: Reverend James E. Goode, President
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: Carol Wilkins, Deputy Director
Geraldine Chavis, Legal Counsel

ABSENT: Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Williams moved to approve the Agenda and Commissioner Drypolcher seconded the motion.

Carol Wilkins reported that there was a minor typing error in Resolution G and counsel says that it does not require an actual amendment, it is a "contract amendment" and the word amendment is simply missing from the agenda. The resolution is correct.

The Agenda of March 26, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of March 12, 1992 and Commissioner Drypolcher seconded the motion.

The minutes of March 12, 1992 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

None.

6. COMMITTEE REPORT:

None.

7. REPORT OF COUNSEL:

Counsel Chavis requested a brief Executive Session be held immediately following the regular commission meeting to discuss the litigation matter of Malek vs. SFHA civil action number 929424. Counsel Chavis stated that the Executive Session is authorized under the government section code 54956.9a.

8. TENANT REPRESENTATIVE REPORT:

None.

9. UNFINISHED BUSINESS:

None.

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3769
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT, STATE OF CALIFORNIA, HAP-023, AMENDMENT #8 INCREASING FUNDING FOR THE SECTION 8 AFTERCARE PROGRAM TO $7,762,071.00 WHICH INCLUDES 28 ADDITIONAL CERTIFICATES

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with the programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on March 12, 1992, the Department of Housing and Community Development, Division of Community Affairs, State of California, notified the San Francisco Housing Authority that the Section 8 Aftercare Program's funding under the Annual Contributions Contract would be increased to $7,762,071.00 under Contract Number HAP-023, Amendment #8, and

WHEREAS, the Amendment #8 will increase the unit allocation for the Aftercare Program by 28 studio certificates.

WHEREAS, the execution of the Amendment, as well as the content, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves Contract Number HAP-023, Amendment #8 increasing funding for the Section 8 Aftercare Program to $7,762,071.00 which includes 28 additional certificates and authorizes the Executive Director to execute the Agreement with the Department of Housing and Community Development.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3769 and Commissioner Reen seconded the motion.

Resolution No. 3769 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3770
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER TO EXTEND TEMPORARY EMPLOYMENT SERVICES FOR RENT COLLECTIONS THROUGH OFFICETEAM IN THE AMOUNT NOT TO EXCEED $15,000.

WHEREAS, the Authority solicited temporary employment services through employment agencies to assist it in its rent collection activities; and

WHEREAS, the Authority received prices from Accountabilities ($18-$22/hr), Accountants Inc. ($19-$23/hr) and Officeteam ($14.50/hr) for clerical assistance on a temporary basis; and

WHEREAS, Officeteam provided for the Authority, the least expensive alternative possessing the skills and qualifications needed to perform rent collection tasks in an accurate and professional manner; and

WHEREAS, in accordance with procurement regulations at 24 CFR,Part 85.36, the Authority may extend the temporary employment services of Officeteam to continue providing these services; and

WHEREAS, funding for the services as described herein is available from the operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director is authorized to execute a Purchase Order to extend temporary rent collections employment services with Officeteam in an amount not to exceed $15,000.00, except as provided for by the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3770 and Commissioner Reen seconded the motion.

Resolution No. 3770 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3771
DATE ADOPTED 03/26/92

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $171,303.05 FOR THE QUARTER ENDING MARCH 31, 1992

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1, details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners is authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the second quarter of Fiscal Year 1991-1992 Debit Balances of $171,303.05.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3771 and Commissioner Williams seconded the motion.

Resolution No. 3771 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3772
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH WESTERN SECURITY BUREAU, INC. FOR THE PROVISION OF SECURITY SERVICES AT ROSA PARKS HOUSING DEVELOPMENT IN AN AMOUNT NOT TO EXCEED $53,298.00 FOR THE PERIOD BEGINNING APRIL 1, 1992 THROUGH OCTOBER 31, 1992

WHEREAS, the Authority is dedicated to providing adequate security for the residents of its developments, and has been awarded a grant to provide security services at its Rosa Parks Housing Development; and

WHEREAS, the Authority solicited proposals, in full and open competition, from an adequate number of qualified contractors per its Request for Proposals (RFP) number 008-92, posted a public notice, advertised for the required services in the City and County of San Francisco MBE/WBE registry, and received proposals from the following qualified and interested firms:

- Curtis Security Service
- Burns International Security
- Ogra Security Services
- Western Security Bureau

WHEREAS, the Authority established a review committee consisting of staff and residents to evaluate the proposals received, interview the firms submitting proposals, and to rate each firm in accordance with the evaluation criteria established in the RFP; and

WHEREAS, the review committee properly evaluated the firms based on the criteria established and determined that Western Security Bureau, a minority-owned business, is the offeror that can provide the services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in full compliance with procurement regulations related to competitive negotiation, the Authority may negotiate a contract with Western Security Bureau to provide security services at Rosa Parks Housing Development; and

WHEREAS, funding for the security services at Rosa Parks is available through a grant from the Mayor's Criminal Justice Council for the period ending October 31, 1992;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate a contract with Western Security Bureau for security services at Rosa Parks Housing Development in an amount not to exceed $53,298.00 for the period April 1, 1992, through and including, October 31, 1992.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3772 and Commissioner Reen seconded the motion.

Resolution No. 3772 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3773
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ROSENBERG MCGINNIS, AIA, INC. IN THE AMOUNT OF $78,200.00 TO PROVIDE ROOFING INSPECTION SERVICES FOR THE REPAIR OF BUILDING LEAK PROBLEMS AT CAL 1-4 VALENCIA GARDENS, 1-17(A), HUNTERS POINT CAL 1-1, HOLLY COURTS, 1-11, NORTH BEACH, 1-15, PING YUEN CAL 1-30(B), 75-77 COLERIDGE STREET, 1-30(C), LUNDY'S LANE 1-39(A), 939 EDDY STREET; AND 1-39(B), 951 EDDY STREET

WHEREAS, chronic building leaks continue at Potrero Terrace, Hunters Point A, Valencia Gardens, Holly Courts, North Beach, Ping Yuen, 75-77 Coleridge Street, 939 Eddy Street, 951 Eddy Street and 101-103 Lundy's Lane; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CA-1-918 CIAP Budget to address these problems; and

WHEREAS, a waterproofing consultant will be required to assist in this effort; and

WHEREAS, the Authority selected Rosenberg McGinnis, AIA, Inc., to provide investigation and schematic design services and construction documents for this work; and

WHEREAS, that phase of work has now been satisfactorily completed; and

WHEREAS, Rosenberg McGinnis AIA, Inc. is now requested to provide full-time Roofing Inspection Services during the roof cover application work construction phase; and

WHEREAS, Rosenberg McGinnis, AIA, Inc., has proposed a fee of $78,280.00 to provide these services; and

WHEREAS, this fee is within the funding available in the CA-1-918 CIAP Budget, and is reasonable for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract amendment for said work to Rosenberg McGinnis, AIA, Inc., in the amount of $78,280.00.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3773 and Commissioner Drypolcher seconded the motion.

Resolution No. 3773 was passed with Commissioner Drypolcher abstaining.

(f) RESOLUTION NO. 3774
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH KELLCO SERVICES INC., FOR MONITORING THE REMOVAL AND DISPOSAL OF ASBESTOS FLOOR TILE AND GASKETS AT THE ALEMANY DEVELOPMENT FOR AN AMOUNT NOT TO EXCEED $49,700

WHEREAS, the Commission of the San Francisco Housing Authority approved contract work for the removal and disposal of asbestos containing materials at Alemany; and

WHEREAS, such work should be monitored by highly trained and licensed individuals; and

WHEREAS, Kellco Services Inc., is licensed to provide such services and is under contract with this Authority to provide these services on an as needed basis; and

WHEREAS, these services were urgently needed so that the asbestos removal and comprehensive modernization efforts at Alemany would not be delayed; and

WHEREAS, the projected cost of the services required at Alemany will be beyond the amount established in the standby agreement; and

WHEREAS, these costs are reasonable for the work involved and in keeping with the unit prices stipulated in the standby agreement; and

WHEREAS, funds for this work are available in the CA-1-918 CIAP budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is hereby authorized to enter into a contract with Kellco Services Inc., for the monitoring of the asbestos containing materials at Alemany, for an amount not to exceed $49,700.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3774 and Commissioner Reen seconded the motion.

Resolution No. 3774 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3775
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH KELLCO SERVICES INC., TO PROVIDE EXTENDED MONITORING OF THE REMOVAL AND DISPOSAL OF ASBESTOS CONTAINING MATERIALS AT WESTBROOK, HUNTERS POINT 'A' AND HUNTERS VIEW FOR THE ADDITIONAL AMOUNT OF $57,100

WHEREAS, the Commission at its June 13, 1991 regular meeting authorized the Executive Director to enter into a contract with Kellco Services Inc., for monitoring the removal and disposal of asbestos containing materials at Westbrook Apartments, Hunters Point 'A' and Hunters View; and

WHEREAS, this monitoring work must be extended to reflect a longer abatement period than was originally anticipated; and

WHEREAS, funding for this extension is available in the CA-1-917 CIAP budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is hereby authorized to amend and increase the existing contract dated June 14, 1991, with Kellco Services Inc., by $57,100.

2. This resolution becomes effective after the approval of this amendment by the Department of Housing and Urban Development.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3775 and Commissioner Drypolcher seconded the motion.

Resolution No. 3775 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3776
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS WITH BAY AREA MECHANICAL & ENGINEERING AND DEMAKAS PLUMBING & HEATING FOR BOILER AND HEATING SYSTEM MAINTENANCE AND EMERGENCY PLUMBING SUPPORT SERVICES IN AN AMOUNT NOT TO EXCEED $340,000.00 FOR THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority solicited proposals for boiler and heating systems preventive maintenance work, and emergency boiler and plumbing support services, in full and open competition; and

WHEREAS, the solicitation was advertised in various publications and distributed to firms listed under boiler maintenance in the Building and Construction Blue Book; and

WHEREAS, the Authority received proposals from Bay Area Mechanical & Engineering, Demakas Plumbing & Heating, and Fraser Boiler Works, in a timely manner as a result of this effort; and

WHEREAS, the Authority evaluated each proposal in accordance with evaluation criteria published in the solicitation documents and pursuant to procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, the Authority determined that Demakas Plumbing & Heating, and Bay Area Mechanical & Engineering can provide the required services in a manner that is most advantageous to the agency, cost and other factors considered, based on the scores received; and

WHEREAS, funding for the services described above has been approved as part of the Authority's operating budget for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into contracts with Bay Area Mechanical & Engineering, and Demakas Plumbing & Heating, for boiler and heating systems preventive maintenance and repair work, and emergency boiler and plumbing support services in an amount not to exceed $340,000.00 during the remainder of fiscal year 1991-92, except as provided for under provisions of the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Williams moved to adopt Resolution No. 3776 and Commissioner Drypolcher seconded the motion.

Resolution No. 3776 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3777
DATE ADOPTED 03/26/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH UNITED STATES ELEVATOR FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-29, 345 ARGUELLO BOULEVARD AND PROJECT CAL 1-31, 25 SANCHEZ STREET IN THE AMOUNT OF $168,000.00.

WHEREAS, on February 3, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-29, 345 Arguello Boulevard and CAL 1-31, 25 Sanchez Street housing development; and

WHEREAS, on March 3, 1992, three (3) bids were received as follows:

Bidder	Bid Amount
1. United States Elevator	$ 168,000.00
2. Millar Elevator Services Company	$ 187,318.00
3. Empire Elevator Company, Inc.	$ 228,000.00

WHEREAS, the Authority has evaluated the bids and determined that United States Elevator is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to United States Elevator in the amount of $168,000.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

03/26/92
Date

Commissioner Reen moved to adopt Resolution No. 3777 and Commissioner Williams seconded the motion.

Resolution No. 3777 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Jan Allen
Ruby Windom
Baobing B. Lin
Jacque Laurent

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 26, 1992 was adjourned at 5:40 pm. The next regular meeting has been scheduled for April 9, 1992.

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, APRIL 9, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, April 9, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

3. APPROVAL OF MINUTES:

4. GENERAL COMMUNICATIONS:

5. REPORT OF SECRETARY:

6. COMMITTEE REPORT:

7. REPORT OF COUNSEL:

8. TENANT REPRESENTATIVE:

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 9/13/91 as part of Resolution No. 3513.

(a) Resolution - Resolution amending Article III, Section VI, Order of Business, of the Bylaws of the Housing Authority of the City and County of San Francisco

(b) Resolution - Resolution adopting Revised Rules of Conduct governing Public Testimony during meetings of the Housing Authority of the City and County of San Francisco and rescinding resolution No. 3382

(c) **Resolution** - Resolution approving Amendment No. 20 to Section 8 Annual Contributions Contract No. SF-618 and authorizing its execution

(d) Resolution - Resolution to approve superseding Part I and New Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF-618 and authorization execution

(e) Resolution - Resolution authorizing the submission of application for $1,443,000.00 in rental voucher funding for homeless veterans with severe psychiatric or substance abuse disorder and for authority to execute the Annual Contribution Contract if such application is approved

(f) Resolution - Resolution authorizing the execution of an agreement with the Department of Housing and Community Development, State of California, 91-HAP-080, in the amount of $1,906,520.00 providing 22 vouchers for the Section 8 Aftercare Program

(g) Resolution - Resolution approving the Operating Budget Revision #1 for the period October 1, 1991 to September 30, 1992 covering low-income projects under Contract SF-255

(h) Resolution - Resolution commending Donald Woo on the occasion of his retirement

(i) Resolution - Resolution authorizing the Executive Director to enter into a contract with Edward W. Scott Electric Co., Inc. for the installation of emergency generators at the Rosa Parks Senior Apartments and 320/330 Clementina Towers housing developments for the amount of $240,924.00

(j) **Resolution** - Resolution authorizing the Executive Director to enter into a contract with Angotti & Reilly, Inc. for the installation of emergency generators at the Ping Yuen and Ping Yuen North housing developments for the amount of $357,810.00

11. VISITORS:

12. ADJOURNMENT:

Doreen K. Moore

for DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, April 9, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, April 9, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:20 p.m.

Roll Call found the following members

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner

A quorum was present.

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ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

ABSENT: William Drypolcher, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the Agenda and Commissioner Boileau seconded the motion.

The Agenda of April 9, 1992 was UNANIMOUSLY APPROVED.

3. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of March 26, 1992 and Commissioner Reen seconded the motion.

The minutes of March 26, 1992 were UNANIMOUSLY APPROVED.

4. GENERAL COMMUNICATIONS:

None.

5. REPORT OF SECRETARY:

Mr. Gilmore, Executive Director, presented the latest Semi-Annual Report, which is fourth in a series, to the Commissioners of the San Francisco Housing Authority. A limited number of copies were available to the public through the Public Affairs Director. The Executive Director made note that this may potentially be the last Semi-Annual Report we produce as we move closer to being removed from the list of troubled public housing authorities.

Mr. Gilmore announced that the Mentor Program had its' kick-off earlier in the day. The Executive Director recognized staff participating in the program and gave special recognition to Gene Jones, Controller; Del Price, Public Affairs Director; and LaVaughn King, from Resident Services for putting together the program.

6. COMMITTEE REPORT:

Commissioner Boileau reported that the Site and Design Committee met and he said that he would explain the committee's recommendations on Items I and J on the Agenda at the time they are reviewed by the Commission.

7. REPORT OF COUNSEL:

Counsel Chavis stated that there were no new items to report.

8. TENANT REPRESENTATIVE REPORT:

None.

9. UNFINISHED BUSINESS:

None.

10. NEW BUSINESS:

Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 12/14/89, testimony regarding items under NEW BUSINESS was heard by the Commission at this time and prior to action.

(a) RESOLUTION NO. 3778
DATE ADOPTED 04/09/92

RESOLUTION AMENDING ARTICLE III, SECTION VI, ORDER OF BUSINESS, OF THE BYLAWS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, Article III, Section VI, of the Bylaws, as amended, of the Housing Authority of the City and County of San Francisco provides for the following order of business:

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. General Communications
5. Report of Secretary
6. Committee Reports
7. Report of Counsel
8. Tenant Representative Report
9. Unfinished Business
10. New Business
11. Visitors
12. Adjournment

WHEREAS, the Commissioners desire to change said order of business; and

WHEREAS, Article IV of said Bylaws provides that the Bylaws may be amended by the vote of at least four of the members at a regular or special meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Article III, Section VI of the Bylaws be and hereby is amended to provide as follows:

Order of Business

1. Roll Call
2. Approval of Agenda
3. Visitors
4. Approval of Minutes
5. General Communications
6. Report of Secretary
7. Committee Reports
8. Report of Counsel
9. Tenant Representative Report
10. Unfinished Business
11. New Business
12. Adjournment

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Reen moved to adopt Resolution No. 3778 and Commissioner Lillian seconded the motion.

Resolution No. 3778 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3779
DATE ADOPTED 04/09/92

RESOLUTION ADOPTING REVISED RULES OF CONDUCT GOVERNING PUBLIC TESTIMONY DURING MEETINGS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND RESCINDING RESOLUTION NO. 3382

WHEREAS, the Ralph M. Brown Act, California Government Code Section 54950 et.seq., (the Act) provides that every agenda for regular meetings of a local public agency shall provide an opportunity for members of the public to directly address the legislative body on items of interest to the public that are within the subject matter jurisdiction of the legislative body provided that no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Act; and

WHEREAS, the Act authorizes legislative bodies of public agencies to adopt reasonable regulations to ensure that this requirement is carried out; and

WHEREAS, the Housing Authorities Law [Health and Safety Code §34332(e)] requires housing authorities to allow all persons to speak at its meeting who inform the Authority of his/her desire to speak before the meeting begins; and

WHEREAS, the Authority adopted rules of conduct governing public testimony during a meeting on December 14, 1989 by Resolution No. 3382; and

WHEREAS, the Commission now desires to revise said rules;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The rules as set forth in Exhibit A attached hereto and incorporated into this resolution are hereby adopted as the rules and regulations governing members of the public and public testimony of meetings of the Authority.

2. Resolution No. 3382 adopted December 16, 1989 is hereby rescinded.

3. Every agenda for regular meetings shall provide the public an opportunity to comment in accordance with these rules.

4. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3779 and Commissioner Reen seconded the motion.

Resolution No. 3779 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3780
DATE ADOPTED 04/09/92

RESOLUTION APPROVING AMENDMENT NO. 20
TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618
AND AUTHORIZING ITS EXECUTION

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with the programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on March 27, 1992, the U.S. Department of Housing and Urban Development notified the San Francisco Housing Authority that an amendment to the Annual Contributions Contract for the Moderate Rehabilitation Program was necessary to reflect the redistribution of units for Project No. CA39-K001-007; and

WHEREAS, the execution and the content of the Annual Contributions Contract must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves and accepts the Amendment to the Annual Contributions Contract. The Executive Director is hereby authorized and directed to execute three counterparts of the Amendment and the Secretary is hereby authorized to impress and attest the official seal of the San Francisco Housing Authority on each such counterpart and to forward such executed counterparts, or any of them, to the U.S. Department of Housing and Urban Development.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3780 and Commissioner Boileau seconded the motion.

Resolution No. 3780 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3781
DATE ADOPTED 04/09/92

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF
SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS
CONTRACT NO. SF-618 AND AUTHORIZING ITS EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (Jan. 1990, applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program).

NOW, THEREFORE, BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Chairman or Acting Chairman is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Boileau moved to adopt Resolution No. 3781 and Commissioner Lillian seconded the motion.

Resolution No. 3781 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO.

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR $1,443,000 IN RENTAL VOUCHER FUNDING FOR HOMELESS VETERANS WITH SEVERE PSYCHIATRIC OR SUBSTANCE ABUSE DISORDERS AND FOR AUTHORITY TO EXECUTIVE THE ANNUAL CONTRIBUTION CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on March 20, 1992, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for forty (40) Rental Vouchers; and

WHEREAS, the application must be received by HUD no later than 3:00 pm on April 20, 1992; and

WHEREAS, the Authority desires to submit the application for these funds and the authority to execute the Annual Contribution Contracts by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Authority approves the submission of application for Section 8 Rental Vouchers set-aside for homeless veterans with severe psychiatric or substance abuse disorders and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Boileau motioned to divide Resolution E into two parts and Commissioner Reen seconded the motion.

(e-1) RESOLUTION NO. 3782-a
DATE ADOPTED 04/09/92

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR $1,443,000 IN RENTAL VOUCHER FUNDING FOR HOMELESS VETERANS WITH SEVERE PSYCHIATRIC OR SUBSTANCE ABUSE DISORDERS

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on March 20, 1992, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for forty (40) Rental Vouchers; and

WHEREAS, the application must be received by HUD no later than 3:00 pm on April 20, 1992; and

WHEREAS, the Authority desires to submit the application for these funds.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Authority approves the submission of application for Section 8 Rental Vouchers set-aside for homeless veterans with severe psychiatric or substance abuse disorders.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3782-a and Commissioner Reen seconded the motion.

Resolution No. 3782-a was UNANIMOUSLY ADOPTED.

(e-2) RESOLUTION NO. 3782-b
DATE ADOPTED 04/09/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTIVE THE ANNUAL CONTRIBUTION CONTRACT FOR $1,443,000 IN RENTAL VOUCHER FUNDING FOR HOMELESS VETERANS WITH SEVERE PSYCHIATRIC OR SUBSTANCE ABUSE DISORDERS, IF SUCH APPLICATION IS APPROVED

WHEREAS, the authority for the Executive Director of the San Francisco Housing Authority to execute the Annual Contribution Contract for $1,443,000 in rental voucher funding for homeless Veterans with severe psychiatric or substance abuse disorders must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Authority authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract for $1,443,000 in rental voucher funding for homeless Veterans with severe psychiatric or substance abuse disorders, if such application is approved.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3782-b and Commissioner Reen seconded the motion.

Resolution No. 3782-b was PASSED with Commissioner Boileau opposing.

(f) RESOLUTION NO. 3783
DATE ADOPTED 04/09/92

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT, STATE OF CALIFORNIA, 91-HAP-080, IN THE AMOUNT OF $1,906,520 PROVIDING FOR 22 VOUCHERS FOR THE SECTION 8 AFTERCARE PROGRAM

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with the programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on March 25, 1992, the Department of Housing and Community Development, Division of Community Affairs, State of California, notified the San Francisco Housing Authority that the Section 8 Aftercare Program's funding under the Annual Contributions Contract would be increased by $1,906,520 under Contract Number 91-HAP-080; and

WHEREAS, the contract will increase the unit allocation for the Aftercare Program by 12 studio and 10 two bedroom vouchers; and

WHEREAS, the execution of the Agreement for Contract Number 91-HAP-080, as well as the content, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves Contract Number 91-HAP-080 for the Section 8 Aftercare Program in the amount of $1,906,520.00 which represents funding for 12 studio and 10 two bedroom vouchers and authorizes the Executive Director to execute the Agreement with the Department of Housing and Community Development.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3783 and Commissioner Boileau seconded the motion.

Resolution No. 3783 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3784
DATE ADOPTED 04/09/92

RESOLUTION APPROVING THE OPERATING BUDGET REVISION #1
FOR THE PERIOD OCTOBER 1, 1991 TO SEPTEMBER 30, 1992
COVERING LOW-INCOME PROJECTS UNDER CONTRACT SF-255

WHEREAS, there is attached hereto and marked Exhibit "A," the Budget in summary form for the Low Income Housing Program Operating Budget Revision #1 for the period of October 1, 1991 through September 30, 1992; and

WHEREAS, the Commission has reviewed the aforementioned budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the requirements of Section 9 (b) of the U.S. Housing Act and of Section 960.407 of 24 CFR Part 960 in that the aggregate annual gross rent of families residing in dwelling units for the fiscal year beginning October 1, 1991 will not be less than that amount equal to 30 percent of the sum of the "Family Income;" and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the annual income reexaminations requirements and that rents have been or will be adjusted in accordance with 24 CFR Part 913; and

WHEREAS, the San Francisco Housing Authority certifies that no PHA employee reflected in this budget serving in a variety of positions will exceed 100 percent allocation of his/her time.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked Exhibit "A" attached hereto is hereby approved for submission to HUD Area Office.

2. This Resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Boileau moved to adopt Resolution No. 3784 and Commissioner Lillian seconded the motion.

Resolution No. 3784 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3785
DATE ADOPTED 04/09/92

RESOLUTION COMMENDING DONALD WOO
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Donald Woo has retired from the Housing Authority of the City and County of San Francisco on March 31, 1992 after twenty-nine years of service; and

WHEREAS, during his career as an employee of this Authority, he faithfully and diligently discharged his duties as a laborer; and

WHEREAS, Mr. Woo has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Mr. Donald Woo its appreciation for long and faithful service and extends its best wishes for a very happy retirement:

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3785 and Commissioner Boileau seconded the motion.

Resolution No. 3785 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3786
DATE ADOPTED 04/09/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO
ENTER INTO A CONTRACT WITH
EDWARD W. SCOTT ELECTRIC CO., INC. FOR THE INSTALLATION
OF EMERGENCY GENERATORS AT THE ROSA PARKS SENIOR APARTMENTS
AND 320/330 CLEMENTINA TOWERS HOUSING DEVELOPMENTS FOR
THE AMOUNT OF $240,924.00.

WHEREAS, on February 11, 1992, the Authority advertised for bids for the installation of emergency generators at the CAL 1-18(5), Rosa Parks Senior Apartments; and CAL 1-21, 320/330 Clementina Towers housing developments; and

WHEREAS, on March 10, 1992, the following six (6) bids were received, publicly opened and read aloud; and

	BIDDER	BID AMOUNT
1.	Edward W. Scott Electric Co., Inc.	$240,924.00
2.	Angotti & Reilly, Inc.	$248,000.00
3.	Man-Wah Construction Co., Inc.	$248,200.00
4.	Paganini Electric Corp.	$252,654.00
5.	A.S. Ferrari & Son, Inc.	$293,905.00
6.	Safety Electrical Contractors of SF, Inc.	$295,716.00

WHEREAS, the Authority has evaluated the bids and determined that Edward W. Scott Electric Co., Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919, Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Edward W. Scott Electric Co., Inc. in the amount of $240,924.00.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Boileau moved to adopt Resolution No. 3786 and Commissioner Reen seconded the motion.

Resolution No. 3786 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 3787
DATE ADOPTED 04/09/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH ANGOTTI & REILLY, INC. FOR THE INSTALLATION OF EMERGENCY GENERATORS AT THE PING YUEN AND PING YUEN NORTH HOUSING DEVELOPMENTS FOR THE AMOUNT OF $357,810.00.

WHEREAS, on January 27, 1992, the Authority advertised for bids for the installation of emergency generators at the CAL 1-15, Ping Yuen; and CAL 1-18(6), Ping Yuen North housing developments; and

WHEREAS, on March 4, 1992, the following eleven (11) bids were received, publicly opened and read aloud; and

	BIDDER	BID AMOUNT
1.	Angotti & Reilly, Inc.	$357,810.00
2.	Lera Electric	$365,730.00
3.	Edward W. Scott Electric Co., Inc.	$368,351.00
4.	Safety Electrical Contractors of SF, Inc.	$390,000.00
5.	Paganini Electric Corp.	$391,875.00
6.	Cresci Electric, Inc.	$400,675.00
7.	A.S. Ferrari & Son, Inc.	$414,311.00
8.	Smith-Rauch Electric, Inc.	$415,300.00
9.	Eslinger & Son Construction Co., Inc.	$437,000.00
10.	Man-Wah Construction Co., Inc.	$438,000.00
11.	Transworld Construction, Inc.	$451,459.00

WHEREAS, the Authority has evaluated the bids and determined that Angotti & Reilly, Inc. is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919, Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Angotti & Reilly, Inc. in the amount of $357,810.00.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3787 and Commissioner Boileau seconded the motion.

Resolution No. 3787 was UNANIMOUSLY ADOPTED.

11. VISITORS:

Jan Allen
Shirley Dorton
Gloria Buck

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 9, 1992 was adjourned at 5:30 pm. The next regular meeting has been scheduled for April 23, 1992.

Reverend James E. Goode
President

David Gilmore, Secretary and
Executive Director

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SAN FRANCISCO HOUSING AUTHORITY
440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

April 16, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, April 23, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

DOCUMENTS DEPT.
APR 22 1992
SAN FRANCISCO

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, APRIL 23, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, April 23, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

DOCUMENTS DEPT.
APR 22 1992
SAN FRANCISCO

2. APPROVAL OF AGENDA:

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

(a) Resolution - Resolution ratifying the selection of Environmental Science & Engineering, Inc. to provide consulting services on a stand-by basis for lead-based paint risk assessment and abatement plans and to authorize an increase in the contract in an amount not to exceed $15,000.00

(b) Resolution - Resolution in support of a Hope 1 Planning Grant application for the Potrero Terrace and Potrero Annex Developments

(c) Resolution - Resolution in support of a Hope 1 Planning Grant application for the Alemany Development

(d) Resolution - Resolution authorizing the Executive Director to attend the Council of Large Public Housing Authorities (CLPHA) Quarterly Meeting in Washington, D.C. on May 20-22, 1992

(e) Resolution - Resolution approving amended Part I of Section 8 Housing Voucher Program Annual Contributions Contract No. SF-618 and authorizing execution

(f) Resolution - Resolution approving the agreement for voluntary compliance with Title VI of the Civil Rights Act of 1964 between the U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, and the Housing Authority of the City and County of San Francisco

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

3/92

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, April 23, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, April 23, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:15 p.m.

Roll Call found the following members

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the Agenda and Commissioner Drypolcher seconded the motion.

The Agenda of April 23, 1992 was UNANIMOUSLY APPROVED.

3. Visitors:

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

Thelma Kavanagh, 350 Ellis
Doris Wilson, Hayes Valley
Jeri Maxwell, Valencia Gardens
Alta Faye Scales, Section 8/Alemany
Anne Mackey, Clementina Towers
Eva Mae Williams, Robert B. Pitts Plaza
Saint Bernard, Robert B. Pitts Plaza
Jan Allen, Clementina Towers
Vera E. Kennedy, Hunters Point
Jewel Green, Hunters View
Tommy Hodge, HUD

DOCUMENTS DEPT.
MAY 13 1992
SAN FRANCISCO

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to approve the minutes of April 9, 1992 and Commissioner Williams seconded the motion.

The minutes of April 9, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Report was submitted in writing. Counsel Madison stated that there were no new items to report.

9. TENANT REPRESENTATIVE REPORT:

Mrs. Jewel Green spoke about the resident association elections and PHTA. She questioned the notification procedures and disputed the outcome of elections at some of the developments.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3788
DATE ADOPTED 04/23/92

RESOLUTION RATIFYING THE SELECTION OF ENVIRONMENTAL SCIENCE & ENGINEERING, INC. TO PROVIDE CONSULTING SERVICES ON A STAND-BY BASIS FOR LEAD-BASED PAINT RISK ASSESSMENT AND ABATEMENT PLANS AND TO AUTHORIZE AN INCREASE IN THE CONTRACT IN AN AMOUNT NOT TO EXCEED $15,000.00

WHEREAS, the Authority solicited proposals from three lead risk consultant firms for urgently needed lead-based contamination testing at Authority developments based on recommendations from the Department of Public Health; and

WHEREAS, the Authority reviewed the proposals received, with emphasis on the experience and ability of the firms to respond to emergency situations, hourly fees proposed for industrial hygiene technicians, and costs related to a number of air, soil, paint, and surface wipe tests; and

WHEREAS, in accordance with procurement regulations at 24 CFR, part 85.36, the Authority selected Environmental Science & Engineering, Inc. as the firm that could provide the required services in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, funding for the services described herein is available from the Comprehensive Improvement Assistance Program (CIAP) for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission ratifies the contract negotiated and entered into with Environmental Science & Engineering, Inc., and authorizes the Executive Director to increase the funding allocation for this firm's services in an amount not to exceed $15,000.00 during fiscal year 1991-92, except as provided for in accordance with the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/23/92
Date

Commissioner Lillian moved to adopt Resolution No. 3788 and Commissioner Williams seconded the motion.

Resolution No. 3788 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3789
DATE ADOPTED: 04/23/92

RESOLUTION IN SUPPORT OF A HOPE 1 PLANNING GRANT APPLICATION FOR THE POTRERO TERRACE AND POTRERO ANNEX DEVELOPMENTS

WHEREAS, the Department of Housing and Urban Development has requested applications for HOPE 1 Planning Grants to explore the potential of a homeownership program at San Francisco Housing Authority developments; and

WHEREAS, the Resident Council at the Potrero Terrace and Potrero Annex developments has met and voted to join with the Authority in submitting such an application for their developments; and

WHEREAS, these homeownership activities will include a study to determine the feasibility of homeownership, a rehabilitation plan, a security plan and resident training, economic development, technical assistance, counseling and resident council development efforts; and

WHEREAS, a Commission Resolution supporting such an application is a requirement of the HOPE 1 Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to submit an application for a HOPE 1 Planning Grant for Potrero Terrace and Potrero Annex.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

04/23/92
Date

Commissioner Williams moved to adopt Resolution No. 3789 and Commissioner Lillian seconded the motion.

Resolution No. 3789 was adopted with Commissioner Boileau abstaining.

(c) RESOLUTION NO. 3790
DATE ADOPTED: 04/23/92

RESOLUTION IN SUPPORT OF A HOPE 1 PLANNING GRANT APPLICATION FOR THE ALEMANY DEVELOPMENT

WHEREAS, the Department of Housing and Urban Development has requested applications for HOPE 1 Planning Grants to explore the potential of a homeownership program at San Francisco Housing Authority developments; and

WHEREAS, the Alemany Management Resident Council, Inc., has met and voted to join with the Authority in submitting such an application for their development; and

WHEREAS, these homeownership activities will include a study to determine the feasibility of homeownership, a rehabilitation plan, a security plan and resident training, economic development, technical assistance, counseling and resident council enhancement efforts; and

WHEREAS, a Commission Resolution supporting such an application is a requirement of the HOPE 1 Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to submit an application for a HOPE 1 Planning Grant for Alemany housing development.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

04/23/92
Date

Commissioner Lillian moved to adopt Resolution No. 3790 and Commissioner Reen seconded the motion.

Resolution No. 3790 was adopted with Commissioner Boileau and Commissioner Chuck abstaining.

(d) RESOLUTION NO. 3791
DATE ADOPTED 04/23/92

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) QUARTERLY MEETING IN WASHINGTON D.C. ON MAY 20-22, 1992

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, the Council of Large Public Housing Authorities (CLPHA) is holding its Quarterly Meeting in Washington D.C. on May 20-22, 1992; and

WHEREAS, the Quarterly Meeting will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned Quarterly Meeting is important and essential to the Authority's conduct;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned Quarterly Meeting on May 20-22, 1992.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/23/92
Date

Commissioner Reen moved to adopt Resolution No. 3791 and Commissioner Williams seconded the motion.

Resolution No. 3791 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3792
DATE ADOPTED 04/23/92

RESOLUTION APPROVING AMENDED PART I
OF SECTION 8 HOUSING VOUCHER PROGRAM
ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618
AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco, ("PHA") desires to enter into an amended Annual Contributions Contract ("ACC") with the United States of America ("Government") for the Section 8 Existing Housing Voucher Program.

The amended Section 8 Existing Housing Voucher ACC consists of the following counterparts:

(a) Part I of the ACC, HUD-52520D (1/90) applicable to the Section 8 Existing Housing Voucher Program;

(b) Exhibit I to Part I of the ACC adding Project No.

Now therefore, be it resolved by the PHA, as follows:

1. The amended Part I and Exhibit I of the ACC for the Section 8 Existing Housing Voucher Program are hereby approved and accepted. The Chairman or Acting Chairman is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution of as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/23/92
Date

Commissioner Williams moved to adopt Resolution No. 3792 and Commissioner Drypolcher seconded the motion.

Resolution No. 3792 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3793
DATE ADOPTED 04/23/92

RESOLUTION APPROVING THE AGREEMENT FOR VOLUNTARY COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 BETWEEN THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF FAIR HOUSING AND EQUAL OPPORTUNITY AND THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, the San Francisco Regional Office of the U.S. Department of Housing and Urban Development (HUD), Office of Fair Housing and Equal Opportunity (FHEO) has completed its Title VI compliance review of the low-income public housing (LIPH) and Section 8 Existing Housing (Section 8) Programs of the Housing Authority of the City and County of San Francisco (SFHA); and

WHEREAS, Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d et seq.) and the regulation issued thereunder (24 CFR Part 1) states that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance; and

WHEREAS, the examination of SFHA's operation of both the LIPH and Section 8 programs covered the two-year period ending December 31, 1987 and the compliance review covered SFHA's policies, procedures, and practices in the area of application processing; tenant selection and assignment; delivery of services (availability of the same or similar facilities and amenities); and the provision of maintenance services in the LIPH Program along with the administration of the Section 8 Program; and

WHEREAS, based on the evidence from HUD FHEO's review, HUD FHEO finds that the SFHA is in compliance with Title VI of The Civil Rights Act of 1964 with respect to issues reviewed in the LIPH and Section 8 Programs; however, SHFA is in violation of implementing regulation 24 CFR Part 1, in the areas of application processing and tenant selection and assignment in the LIPH program; and

WHEREAS, HUD FHEO issued a finding of non-compliance with Title VI regulation 24 CFR 1.4(b) (2) (ii) which states in part that the SFHA " . . . shall assign eligible applicants to dwelling units in accordance with a plan...providing for assignment on a community-wide basis in sequence based upon the date and time the application is received, the size or type of unit suitable, and factors affecting preference or priority . . . "; and

WHEREAS, HUD FHEO also determined based upon criteria found in Appendix 1 of HUD Handbook 7465.2 Rev. 90-85 that several of SFHA's projects were racially identifiable; and

WHEREAS, HUD FHEO requires SFHA to diligently pursue the desegregation of its racially identifiable projects in accordance with the Voluntary Transfer Plan contained in the Voluntary Compliance Agreement (VCA) attached and incorporated into this Resolution as Attachment A; and

WHEREAS, the terms, provisions, or language contained in the proposed VCA or its cover letter shall not be construed to be a final finding or determination by HUD FHEO that the SFHA, the Executive Director, or any of the agents or employees of the SFHA have intentionally or unintentionally engaged in racially discriminatory or segregatory practices which have had the effect of establishing racially identifiable projects of minority and non-minority

tenants; and
WHEREAS, the parties agreed that nothing contained in the VCA, its exhibits, or the cover letter, shall be construed as an admission of liability, or an admission of having intentionally acted in regulatory violation with respect to resident selection and assignment by the SFHA, the Executive Director or any employees of the Authority; and

WHEREAS, the VCA sets forth a plan to resolve the preliminary findings of HUD FHEO without the necessity of formal evidentiary hearings or other judicial processes;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission does hereby approve and adopt the Voluntary Compliance Agreement found at Attachment A between the SFHA and the U.S. Department of Housing and Urban Development/Office of Fair Housing and Equal Opportunity, Case No. 09-87-09-015-340.

   (A) The President of the Commission and the Executive Director are authorized to execute the Voluntary Compliance Agreement.

   (B) The Executive Director is hereby directed to take any and all steps necessary to implement said agreement.

2. The Commission does hereby adopt the Resident Selection and Assignment Plan as stipulated in the Voluntary Compliance Agreement and formally adopts its provisions as amendments to the SFHA's occupancy policies.

3. The practice having long since been eliminated, the Commission does hereby formally adopt a policy to refrain from honoring or offering locational preference to applicants seeking housing, or residents seeking transfers from one housing development site to another.

4. The Commission does hereby adopt a policy that all future applications for housing will be dated and time stamped as received and that all future assignments will be made in number sequence based upon date and time of application and applicable preferences.

5. The Commission does hereby adopt a policy of one-offer one-refusal with good cause (Plan A) Resident Selection and Assignment Plan predicated upon a pre-emption by HUD FHEO of State laws found at Health and Safety Code Section 34322.2e requiring up to three offers of housing for LIPH applicants.

6. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

04/23/92
Date

Commissioner Williams moved to adopt Resolution No. 3793 and Commissioner Lillian seconded the motion.

Resolution No. 3793 was adopted with Commissioner Boileau opposing.

(Attachment A is on file with formal minutes.)

Father Goode stated he was pleased to announce that the San Francisco Housing Authority has been removed from the list of "troubled" housing authorities and he commended tenants, staff and the Executive Director for their efforts in this regard.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 23, 1992 was adjourned at 6:00 pm. The next regular meeting has been scheduled for May 14, 1992.

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

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SAN FRANCISCO HOUSING AUTHORITY
440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

May 8, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, May 14, 1992, at 440 Turk Street, San Francisco, California.

Karen M. Moore
for David Gilmore
Secretary/Executive Director

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A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MAY 14, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, May 14, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

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NOTE: All visitors will have the opportunity to comment prior to any action taken pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

(a) Resolution - Resolution approving amendment to Section 8 Annual Contributions Contract No. SF-618 Project No. CA39-A002-001 and authorizing its execution.

(b) Resolution - Resolution authorizing the Executive Director to enter into a contract with Sandis and Associates, Inc., to perform a preliminary investigative analysis to correct sewer problems at the Hunters Point 'A,' 3850-18th Street, and 951 Eddy Street Housing Developments for the amount of $36,810.00.

(c) Resolution - Resolution authorizing the Executive Director to enter into a contract with TAG Associates for development of a project-based accounting system in an amount not to exceed $149,500.00.

(d) Resolution - Resolution authorizing the Executive Director to increase the encumbrance for fleet vehicle repairs and maintenance with various repair shops in an amount not to exceed $43,500.00 during the remainder of Fiscal Year 1991-92.

(e) Resolution - Resolution authorizing the Executive Director to execute purchase orders with T & L Refrigeration and Sam's Appliance to repair appliances throughout Authority housing developments in an amount not to exceed $15,000.00 during the remainder of Fiscal Year 1991-92.

(f) Resolution - Resolution authorizing the Executive Director to execute a contract with Bank of America for full banking services in an amount not to exceed $60,000.00 during Fiscal Year 1991-92.

(g) Resolution - Resolution adopting new Utility Allowance amounts for resident-purchased utilities at eight San Francisco Housing Authority Developments -- CAL 1-1, Holly Courts; CAL 1-9, Westbrook Apartments; CAL 1-17A, Hunters Point (A); CAL 1-18(3), Hunters View; CAL 1-30, Lundy Lane and Coleridge; CAL 1-33, 275 Thrift; CAL 1-35, Great Highway; and CAL 1-39, 939 Eddy and 951 Eddy.

(h) Resolution - Resolution authorizing the Executive Director to lease with option to purchase vehicles in an amount not to exceed $80,000.00 for the remainder of Fiscal Year 1991-92.

12. ADJOURNMENT:

Carol Williams

for DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, May 14, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, May 14, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:15 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Williams moved to approve the Agenda and Commissioner Drypolcher seconded the motion.

The Agenda of May 14, 1992 was UNANIMOUSLY APPROVED.

President Goode announced that immediately following the Commission Meeting an Executive Session will be held to discuss personnel matters pursuant to Government Code 54957.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. Visitors:

Jackie Laurent
Romania Bell, Hunters View Development
Yvonne Morro, 430 Turk Street Development
Eva Mae Williams, Robert B. Pitts Plaza Development
Kathy Morgan, Robert B. Pitts Plaza, Development

4. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of the meeting of April 23, 1992 and Commissioner Reen seconded the motion.

Commissioner Boileau asked that the minutes of April 23, 1992 include his opposing remarks regarding Resolution F. Commissioner Boileau opposed Resolution F because he said it was not "voluntary."

> **Resolution F:** Resolution approving the agreement for voluntary compliance with Title VI of the Civil Rights Act of 1964 between the U.S. Department of Housing and Urban Development Office of Fair Housing and Equal Opportunity and the Housing Authority of the City and County of San Francisco.

Commissioner Boileau moved to approve the minutes as amended and Commissioner Williams seconded the motion.

The minutes of April 23, 1992 as amended were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. David Gilmore, Secretary/Executive Director, made note that President Goode was going to celebrate his 20th anniversary as a priest on Sunday, May 17, 1992.

7. COMMITTEE REPORT:

Commissioner Drypolcher reported that the Finance Committee met today and the committee's recommendations on Items C, D, F, G, and H on the Agenda would be detailed at the time they are reviewed by the Commission.

After lengthy discussion and motions concerning the date of the Annual Meeting, a motion to hold the Annual Meeting on June 11, 1992 was tabled.

8. REPORT OF COUNSEL:

Report of Counsel was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, President of the PHTA, said that the PHTA meeting was rescheduled to Tuesday, May 26, 1992 at 4:00 pm at Rosa Parks. There was a conflict of time and space which made it necessary for the meeting to be moved to a later date. The members were notified by letter of the date change.

Ms. Mackey introduced her newly elected officers who were present at the meeting.

Christine Neal, Vice President
Juanita Marshall, Reporting Secretary
John Merchant, Treasurer

Ms. Mackey noted that not all of the officers could be present at the meeting.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3794

RESOLUTION APPROVING AMENDMENT TO SECTION 8
ANNUAL CONTRIBUTIONS CONTRACT No. SF-618
PROJECT No. CA39-A002-001 AND AUTHORIZING ITS EXECUTION

The Housing Authority of the City and County of San Francisco (herein called the "PHA") entered into a Section 8 Annual Contributions Contract on June 1, 1982 (as amended) with the United States of America (herein called the "Government").

It is deemed advisable by the PHA and the Government to amend the Section 8 Annual Contributions Contract in the particulars indicated in such Amendment.

BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The Executive Director is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the PHA, and the Secretary is hereby authorized to impress and attest the official seal of the PHA on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Williams moved to adopt Resolution No. 3794 and Commissioner Chuck seconded the motion.

Resolution No. 3794 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3795

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO ENTER INTO A CONTRACT WITH SANDIS AND ASSOCIATES, INC.,
TO PERFORM A PRELIMINARY INVESTIGATIVE ANALYSIS TO
CORRECT SEWER PROBLEMS AT THE HUNTERS POINT 'A',
3850-18TH STREET, AND 951 EDDY STREET HOUSING
DEVELOPMENTS FOR THE AMOUNT OF $36,810.00.

WHEREAS, frequent sewer stoppages and subsequent backups persist at the CAL 1-17A, Hunters Point 'A' (Upper West and Lower West); CAL 1-20, 3850-18th Street; and CAL 1-39B, 951 Eddy Street Authority housing developments; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CA-1-919, Comprehensive Improvement Assistance Program to correct these problems; and

WHEREAS, a civil engineering consultant is required to assist in this effort; and

WHEREAS, the Authority has advertised for this service, reviewed the proposals submitted by the three firms, and determined that Sandis and Associates, Inc., is the consultant best qualified to investigate these problems and recommend corrective measures; and

WHEREAS, Sandis and Associates, Inc., has proposed a fee of $36,810.00 to perform this preliminary investigative analysis; and

WHEREAS, the fee is within the funding available in the CA-1-919, Comprehensive Improvement Assistance Program budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Sandis and Associates, Inc., in the amount of $36,810.00.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Williams moved to adopt Resolution No. 3795 and Commissioner Reen seconded the motion.

Resolution No. 3795 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3796

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH TAG ASSOCIATES FOR DEVELOPMENT OF A PROJECT-BASED ACCOUNTING SYSTEM IN AN AMOUNT NOT TO EXCEED $149,500.00

WHEREAS, the Department of Housing and Urban Development (HUD) has mandated that the Authority convert its accounting system to a project-based methodology by 1993; and

WHEREAS, the Authority solicited for consultant services, in full and open competition, to assist in meeting this mandate; and

WHEREAS, proposals were received from Bren Norris Associates, Coates & Company, and TAG Associates, and reviewed in accordance with the criteria published in the request for proposals; and

WHEREAS, TAG Associates was selected as the respondent that could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations at 24 CFR, Part 85.36, the Authority should award a contract to TAG Associates; and

WHEREAS, funding for the services stated herein is available from the Comprehensive Improvement Assistance Program (CIAP) for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with TAG Associates for the development of a project-based accounting system in an amount not to exceed $149,500.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Boileau moved to adopt Resolution No. 3796 and Commissioner Williams seconded the motion.

Resolution No. 3796 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3797

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE FOR FLEET VEHICLE REPAIRS AND MAINTENANCE WITH VARIOUS REPAIR SHOPS IN AN AMOUNT NOT TO EXCEED $43,500.00 DURING THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority procures vehicle repairs and maintenance services from a number of small, local automotive related service shops throughout the City and County of San Francisco, including some that are minority and women-owned business enterprises; and

WHEREAS, the automotive shops being utilized by the Authority include the following:

- A & C Auto Clinic
- A.A. Quality Auto Repairs (MBE)
- California Fleet Works (MBE/WBE)
- Delancey Street Foundation
- Gage Automotive
- George's Brake and Front End
- J & S Auto Shop (MBE)
- Rick's Tire Service

WHEREAS, the Authority requires an increase in the amount of funding allocated due to an increase in the number of vehicles serviced, and to continue its fleet maintenance program; and

WHEREAS, these services are solicited in compliance with small purchasing procedures under procurement regulations at 24 CFR, Part 85.36; and

WHEREAS, funding for the aforementioned services is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the encumbrance for fleet repairs and maintenance services with various vendors in an amount not to exceed $43,500.00 during the remainder of fiscal year 1991-92, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Williams moved to adopt Resolution No. 3797 and Commissioner Reen seconded the motion.

Resolution No. 3797 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3798

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS WITH T & L REFRIGERATION AND SAM'S APPLIANCE TO REPAIR APPLIANCES THROUGHOUT AUTHORITY HOUSING DEVELOPMENTS IN AN AMOUNT NOT TO EXCEED $15,000.00 DURING THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority solicited for appliance repair services, in full and open competition, to provide for the timely repairs of malfunctioning Authority-owned refrigerators throughout its developments; and

WHEREAS, the Authority received only one response to its solicitation by the established deadline; and

WHEREAS, the Authority decided to reject the single response received and to negotiate with T & L Refrigeration and Sam's Appliance for the required services in accordance with procurement regulations under 24 CFR, Part 85.36, which permits such negotiations when it is determined that there is inadequate competition; and

WHEREAS, funding for the aforementioned services has been approved as part of the Authority's operating budget during fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders with T & L Refrigeration and Sam's Appliance for the repair of appliances in an amount not to exceed $15,000.00 for the remainder of fiscal year 1991-92, except as provided by the procurement policy adopted by the Commission on June 13,1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Chuck moved to adopt Resolution No. 3798 and Commissioner Williams seconded the motion.

Resolution No. 3798 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3799

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH BANK OF AMERICA FOR FULL BANKING SERVICES IN AN AMOUNT NOT TO EXCEED $60,000.00 DURING FISCAL YEAR 1991-92

WHEREAS, the Authority solicited proposals for banking services, in full and open competition, from an adequate number of qualified vendors per its Request for Proposal (RFP) #015-91, posted a public notice, advertised for the required services in the City and County of San Francisco MBE/WBE registry, and received proposals from the following qualified and interested firms:

- Bank of America
- Security Pacific National Bank
- Imperial Bank
- Sanwa Bank of California

WHEREAS, the Authority evaluated the firms based on the criteria established and determined that Bank of America is the offeror that can provide the services in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, in full compliance with procurement regulations related to competitive negotiation, the Authority may negotiate a contract with Bank of America to provide banking services for the Authority; and

WHEREAS, funding for banking services was approved by the Commission as part of the operating budget for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract with Bank of America for full banking services in an amount not to exceed $60,000.00 during fiscal year 1991-92, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3799 and Commissioner Williams seconded the motion.

Resolution No. 3799 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3800

RESOLUTION ADOPTING NEW UTILITY ALLOWANCE AMOUNTS FOR RESIDENT-PURCHASED UTILITIES AT EIGHT SAN FRANCISCO HOUSING AUTHORITY DEVELOPMENTS-CAL 1-1, HOLLY COURTS; CAL 1-9, WESTBROOK APARTMENTS; CAL 1-17A, HUNTERS POINT (A); CAL 1-18(3), HUNTERS VIEW; CAL 1-30, LUNDY LANE AND COLERIDGE; CAL 1-33, 275 THRIFT; CAL 1-35, GREAT HIGHWAY; AND CAL 1-39, 939 EDDY AND 951 EDDY

WHEREAS, the Authority is required by Federal Regulations 24-CFR, Chapter IX, Subpart E, Part 965.470, dated August 7, 1984, to establish and administer a Utility Allowance Program for resident-purchased utilities; and

WHEREAS, the allowances for resident-purchased utilities shall represent fixed dollar amounts which are deducted from the tenants' rent to reflect the reasonable cost of those utilities; and

WHEREAS, the Authority did establish allowances for resident-purchased utilities on September 24, 1987, with the adoption of Resolution No. 3068; and

WHEREAS, the allowances that were adopted at that time were based on actual utility bills paid by residents, as determined by a study conducted by Ladson Associates, a consultant retained by the Authority; and

WHEREAS, the procedures adopted by the Authority for implementation of the Utility Allowance Program require the Authority to review the allowances and establish new allowances when circumstances and/or rates have changed; and

WHEREAS, Utility rates have increased significantly since September 1987, largely as a result of significant gas and electricity rate changes which became effective January 1, 1990; January 1, 1991; and January 1, 1992; and

WHEREAS, the Authority has not increased Utility Allowances to reflect rate changes since September 1987; and

WHEREAS, the Authority has reviewed the current allowances and calculated new proposed allowances, as detailed in Attachment A, which reflect these rate changes; and

WHEREAS, the affected residents have been notified of these proposed new allowances and have been given an opportunity for comments, as required by Federal Regulations; and

WHEREAS, no comments were received during the 30-day comment period; and

WHEREAS, the proposed new allowances, as detailed in Attachment A, would fairly compensate residents for the increased cost of utilities by providing retroactive increases in utility allowances which will result in rent adjustments for the period beginning February 1, 1990; and

WHEREAS, these adjustments to the allowances are consistent with and required by both Federal Regulations and the Authority's Procedures for implementing the Utility Allowance Program;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the proposed utility allowances for resident-purchased utilities, as detailed in Attachment A, be adopted by the San Francisco Housing Authority;

2. That the Executive Director is hereby directed to implement these allowances, which shall be effective retroactive to February 1, 1990.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3800 and Commissioner Lillian seconded the motion.

Resolution No. 3800 was UNANIMOUSLY ADOPTED.

(Attachment A is on file in the Formal Minute Book.)

(h) RESOLUTION NO. 3801

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO LEASE WITH THE OPTION TO PURCHASE VEHICLES IN AN AMOUNT NOT TO EXCEED $80,000.00 FOR THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority identified a number of vehicles for replacement purposes and for additions to the fleet based on the current needs; and

WHEREAS, the Authority solicited for the procurement, as well as, leasing of vehicles in full and open competition, including direct mailings to bidders, posting of a public notice, and publication in MBE/WBE directories; and

WHEREAS, the Authority received bids from East Bay Ford Truck, S & C Motors, and Ellis Brooks Chevrolet for various trucks, received bids from S & C Motors, Serramonte Ford, Ellis Brooks Chevrolet, Falore Chrysler, and First Foot Forward for sedans, and Transocean Funding for financing the lease/purchase of the vehicles; and

WHEREAS, East Bay Ford Truck and Ellis Brooks Chevrolet are the apparent, lowest, responsive, responsible bidders for the trucks, and S & C Motors is the lowest, responsive, responsible, bidder for the sedans; and

WHEREAS, financing the lease/purchase through Transocean Funding, a certified MBE, is the most cost effective and financially prudent option available to the Authority; and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority must award to the lowest, responsive, responsible bidders; and

WHEREAS, funding for the lease/purchase of the vehicles is available as part of the Authority's operating budget for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a bid to S & C Motors for the procurement of sedans during fiscal year 1991-92.

2. The Executive Director is authorized to award bids to East Bay Ford Truck and Ellis Brooks Chevrolet for the procurement of various trucks during fiscal year 1991-92.

3. The Executive Director is authorized to award a bid to Transocean Funding for financing the lease/purchase of the vehicles from S & C Motors, East Bay Ford Truck, and Ellis Brooks Chevrolet.

4. The amount of award, in total, may not exceed $80,000.00 during fiscal year 1991-92, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

5. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/14/92
Date

Commissioner Lillian moved to amend Item No. 3 of Resolution H to read as follows:

> . . . Ellis Brooks Chevrolet, "where terms provided by Transocean Funding are the most favorable."

Commissioner Drypolcher seconded the motion.

The motion to amend Resolution H was UNANIMOUSLY ADOPTED.

Commissioner Drypolcher moved to adopt Resolution No. 3801, as amended, and Commissioner Lillian seconded the motion.

Resolution No. 3801, as amended, was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 14, 1992 was adjourned at 5:25 pm. The next regular meeting has been scheduled for May 28, 1992.

Reverend James E. Goode
President

David Gilmore, Secretary and
Executive Director

AGENDA

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SAN FRANCISCO HOUSING AUTHORITY

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May 21, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, May 28, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MAY 28, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, May 28, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    Reconsideration of the motion to hold the Annual Meeting on June 11, 1992.

11. NEW BUSINESS:

    (a) Resolution - Resolution authorizing the Executive Director to enter into a contract with AR Construction Company for the repair of earthquake damage and the seismic retrofitting of Project CAL 1-39, 939 Eddy Street in the amount of $38,679.60

(b) Resolution - Resolution authorizing the Executive Director to enter into a contract with Nueva Castilla Company for the fabrication and installation of meter and valve enclosures and miscellaneous metalwork at Project CAL 1-43, Robert B. Pitts Plaza in the amount of $42,870.00

(c) Resolution - Resolution authorizing the Executive Director to amend the contract with Morris, Davis & Company and to fund the second year of the contract in an amount not to exceed $105,400.00

12. ADJOURNMENT:

for DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, May 28, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, May 28, 1992 at 4:00 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:10 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

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JUN 10 1992
SAN FRANCISCO

A quorum was present.

NOT PRESENT: Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

President Goode announced that immediately following the Commission Meeting an Executive Session would be held to discuss matters of litigation pursuant to Government Code 54957.

2. APPROVAL OF AGENDA:

Commissioner Williams moved to approve the Agenda and Commissioner Reen seconded the motion.

The Agenda of May 28, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. Visitors:

Jan Allen, Clementina Towers

4. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of the meeting of May 14, 1992 and Commissioner Reen seconded the motion.

The minutes of May 14, 1992, as amended, were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Drypolcher reported that the Finance Committee met today and was given a briefing by various staff members regarding the budget for the period ending March 31, 1992.

8. REPORT OF COUNSEL:

Report of Counsel was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Reporting Secretary for the Public Housing Tenants' Association (PHTA), stated that an introduction of officers meeting was held May 26, 1992. The PHTA will be addressing business at its next meeting and is in the process of establishing committees. Ms. Marshall said the PHTA is also preparing to begin addressing individual resident concerns.

10. UNFINISHED BUSINESS:

Commissioner Drypolcher moved to remove from the table the motion on setting the date of the Annual Meeting and Commissioner Williams seconded the motion.

The motion to remove from the table the date of the Annual Meeting was UNANIMOUS.

Commissioner Drypolcher moved to set the date of the Annual Meeting as June 11, 1992 and Commissioner Williams seconded the motion.

The vote to set the date of the Annual Meeting as June 11, 1992 was UNANIMOUS.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3802

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH AR CONSTRUCTION COMPANY FOR THE REPAIR OF EARTHQUAKE DAMAGE AND THE SEISMIC RETROFITTING OF PROJECT CAL 1-39, 939 EDDY STREET IN THE AMOUNT OF $ 38,679.60

WHEREAS, on April 10, 1992, the Authority advertised for bids for the repair of earthquake damages and the seismic retrofitting of the housing complex located at 939 Eddy Street; and

WHEREAS, on May 5, 1992, ten (10) bids were received as follows:

	Bidder	Bid Amount
1.	Pacific Company	$ 33,600.00
2.	AR Construction Company	$ 38,679.60
3.	K.F. Lam	$ 49,700.00
4.	Urban Consultants	$ 57,500.00
5.	N.R. Construction	$ 58,800.00
6.	Basic Modular Facilities	$ 58,940.00
7.	G.T. Construction	$ 59,985.00
8.	Chapot Construction Company	$ 61,500.00
9.	Vince Tang Contracting Company	$ 69,322.00
10.	Eslinger & Son Construction Company	$ 71,122.84

WHEREAS, the Authority has evaluated the low bid and determined that, as this bid was submitted without a bid guaranty, it was nonresponsive per the requirements of HUD-5369 Instruction to Bidders and has therefore been ruled to be non-responsive; and

WHEREAS, the Authority has evaluated the second low bidder's bid and determined that AR Construction is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-918 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to AR Construction in the amount of $38,679.60.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/28/92
Date

Commissioner Reen moved to adopt Resolution No. 3802 and Commissioner Williams seconded the motion.

Resolution No. 3802 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3803

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH NUEVA CASTILLA COMPANY FOR THE FABRICATION AND INSTALLATION OF METER AND VALVE ENCLOSURES AND MISCELLANEOUS METALWORK AT PROJECT CAL 1-43, ROBERT B. PITTS PLAZA IN THE AMOUNT OF $ 42,870.00.

WHEREAS, on April 6, 1992, the Authority advertised for bids for the fabrication and installation of meter and valve enclosures and miscellaneous metalwork at the Robert B. Pitts Plaza housing development; and

WHEREAS, on April 28, 1992, two (2) bids were received as follows:

	Bidder	Bid Amount
1.	Nueva Castilla Company	$ 42,870.00
2.	Crown Iron Works	$ 69,949.00

WHEREAS, the Authority has evaluated the bids and determined that Nueva Castilla Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the Robert B. Pitts Plaza development budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Nueva Castilla Company in the amount of $42,870.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/28/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3803 and Commissioner Lillian seconded the motion.

Resolution No. 3803 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3804

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE CONTRACT WITH MORRIS, DAVIS & COMPANY AND TO FUND THE SECOND YEAR OF THE CONTRACT IN AN AMOUNT NOT TO EXCEED $105,400.00

WHEREAS, the Authority solicited for and awarded a two year contract to Morris, Davis & Company to perform audit services of the Authority's financial records; and

WHEREAS, the Commission approved the contract award and funding for the first year of the contract; and

WHEREAS, Morris, Davis & Company has performed well in conducting its audit, and is entitled to additional compensation for performance of audit services related to the second year of its contract; and

WHEREAS, the Authority wishes to amend the contract to include the audit of funded programs not incorporated in the schedule for the first year, and to provide funding for the contract's second year inclusive of the additional programs to be audited; and

WHEREAS, funding for the audit services described herein has been approved as part of the Authority's operating budget and Section 8 funds for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to amend the contract with Morris, Davis & Company to include the audit of programs not previously listed pursuant to the audit schedule, and to provide funding for the audit services in an amount not to exceed $105,400.00 for the second year of the contract period, except as provided for in the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

05/28/92
Date

Commissioner Reen moved to adopt Resolution No. 3804 and Commissioner Drypolcher seconded the motion.

Resolution No. 3804 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 28, 1992 was adjourned at 4:20 pm. The next regular meeting has been scheduled for June 11, 1992.

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

AGENDA

June 5, 1992

PUBLIC NOTICE

The Annual Meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, June 11, 1992 at 440 Turk Street, San Francisco, California.

Immediately following the Annual Meeting, at approximately 4:15 pm, the regularly scheduled meeting of the Commission of the Housing Authority will commence.

Karen M. Moore
for David Gilmore
Secretary/Executive Director

DOCUMENTS DEPT.
JUN 10 1992

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE ANNUAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JUNE 11, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

1. ROLL CALL:

Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

2. ELECTION OF OFFICERS

3. ADJOURNMENT:

Doreen M. Moore

for DAVID GILMORE
Secretary/Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JUNE 11, 1992 AT 4:15 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, June 11, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Lewis Lillian, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

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SAN FRANCISCO

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Resolution authorizing the amendment of an Employment Agreement between the Housing Authority of the City and County of San Francisco and David I. Gilmore.

(b) Resolution - Resolution approving the 1992 Comprehensive Grant Program Comprehensive Plan and Annual Statement and certifying that the Authority will comply with all applicable Comprehensive Grant Program requirements.

(c) Resolution - Resolution authorizing the Executive Director to enter into lease agreements with various service providers offering family support services to residents of target public housing sites.

(d) Resolution - Resolution authorizing the Executive Director to negotiate and enter into an agreement with Guarantee Mutual Life Company for group life insurance in an amount not to exceed $11,550.00 during the remainder of Fiscal Year 1991-92.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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6/11/92
Annual Mtg.)

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Annual Meeting Held:
Thursday, June 11, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco was called to order on Thursday, June 11, 1992 at 4:00 p.m. at 440 Turk Street, San Francisco.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:00 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

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A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. ELECTION OF OFFICERS:

1. The President announced that the next order of business was the election of the President for the ensuing year. Commissioner Lillian moved that Commissioner Goode be nominated for the second term of office of President for the ensuing year. Commissioner Drypolcher seconded the motion. Commissioner Chuck moved that the nominations be closed and that the Secretary be instructed to call the roll of the Commissioners on the election of the President. The motion was passed and adopted. Thereupon the Secretary called the roll and upon roll call the motion to elect Commissioner Goode as President was UNANIMOUS.

2. The President announced that the next order of business was the election of the Vice President for the ensuing year. Commissioner Goode moved that Commissioner Lillian be nominated for the office of Vice President for the ensuing year. Commissioner Reen seconded the motion.

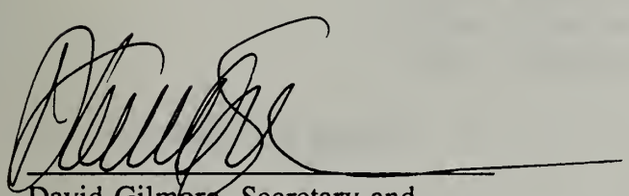
   Commissioner Lillian respectfully declined the nomination, stating that he had had two satisfying years as Vice President and would like one of his other colleagues to have the opportunity to serve as Vice President for the ensuing year. Thereupon, Commissioner Drypolcher nominated Commissioner Boileau for the office as Vice President.

Commissioner Williams seconded the motion and Commissioner Chuck moved that the nominations be closed and that the Secretary be instructed to call the roll of the Commissioners on the election of the Vice President. Commissioner Reen seconded the motion. The motion was passed and adopted. Thereupon the Secretary called the roll and upon roll call the motion to elect Commissioner Boileau as Vice President was UNANIMOUS.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 11, 1992 was adjourned at 4:08 p.m.

Reverend James E. Goode
President



David Gilmore, Secretary and
Executive Director

N65
#3
6/11/92
(regular mtg.)

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, June 11, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, June 11, 1992 at 4:08 p.m.

1. ROLL CALL:

President James E. Goode called the meeting to order at 4:08 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Lewis Lillian, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

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A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Williams moved to approve the Agenda and Commissioner Lillian seconded the motion.

The Agenda of June 11, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. Visitors: The following visitors spoke in support of Resolution (a), extending the employment agreement between the Housing Authority of the City and County of San Francisco and David I. Gilmore:

Gloria Navarro, 430 Turk Street Development
Reba Adams, 1750 McAllister Development
Fred Broussard, Senior Citizen H.P.
Steven Guffey, 430 Turk Street Development
Harriet Stock, 355 Woodside Development
Shirley Dorton, Sunnydale Development
Queen Esther Pitri, Sunnydale Development
Mary McAllister, Valencia Gardens Development

Saint Bernard, Robert B. Pitts Development
Mrs. Mary Merritt, Alemany Development
Eva Mae Williams, Robert B. Pitts Development
William Tupola, Holly Courts Development
Watson Lowe, Ping Yuen Development
George Lee, Ping Yuen Development
Mr. Roxie McCormack, Sunnydale Development
Karen Huggins, Potrero Annex and Terrace Development
Nancy Boston, Hunter's View Development
Robert Frank, EOC - Head Start
Lefty Gordon, Executive Director, Ella Hill Hutch Center
Alice Richardson, Hunter's View Development
Juanita Marshall, Plaza East Development
Christine Neal, Alice Griffith Development
Tess Medina, YMCA
Rev. Peter Sammon, St. Teresa's Church
Suzanne London, SAFE
Thomatera Scott, Delinquency Prevention Commission
Melvin Smith, Operation Contact
Bill Oberster, Business Representative, Local 1235
LaWana Preston, Business Representative, Local 790
Jim Mussio, Business Manager and Finance Secretary, Local 718
Mario De Latorre, Local 261
Charles Gilchrist, SEIC Local 14
Gerry Hipps, SEIC Local 14
John Walsh, Business Representative, Local 6
John Davidson, Secretary/Treasurer, Local 4
Leroy King, Retired Officer I.L.W.U. & President, Northern California District Council
Keith Eickman, Director of Employee Relations, I.L.W.U.
Ann Mackey, President, PHTA
John Merchant, Mission Delores Development

Julie De Gregorgio, Labor Consultant, stated that former Commissioner Joan San Jule asked her to read, for the record, the following letter:

"June 1, 1992

Father Jim Goode, President
San Francisco Housing Authority
440 Church Street
San Francisco, CA 94102

Dear Father Goode:

For many years I served on the Housing Authority Commission and also as President of the Commission. During this time I had an opportunity of observing first-hand the complex problems of administering the housing stock for public housing residents.

Your Executive Director, David Gilmore, has achieved during these last three years of bringing the fiscal situation into balance, paying off long standing debts, and at the same time reducing dramatically the vacancy rate to less than one percent.

I am personally both as a past Commissioner of the Housing Authority, and as a citizen of this beautiful city, awed by the trememdous progress made by the Commission and your very able Executive Director.

I will be out of the state during the time that you vote for the extension of David Gilmore's contract. However, I have asked that this message be read into the record with sincere urging that this Commission act favorably and unanimously in the extension of the contract for David Gilmore.

Sincerely,
/s/Joan San Jule"

Dr. Ray del Portillo, Personnel Services, Inc., read into the record the following letter from Mr. David Jenkins, Labor Consultant, who is hospitalized:

"May 31, 1992

Father Jim Goode
President of the Housing Authority Commission
440 Turk Street
San Francisco, CA 94102

Dear Father Goode:

As one who has had considerable experience in the San Francisco labor scene, I feel qualified to comment on the effectiveness and success of your Executive Director David Gilmore. I regret that my recuperation schedule necessitates that this support be read into the record rather than by personal appearance before this committee.

I have worked with Mr. Gilmore as part of the Advisory Committee on Affirmative Action and have observed first-hand his dedication, sensitivity and commitment to fair-play in employee relations. The accomplishments by the Executive Director and the Commission are noteworthy, such as paybacks to HUD, PG&E, Water Department, as well as being removed from the troubled Housing Authority list.

I would also like to cite the apprenticeship requirement in bid documents for outside contractors was long overdue, and, through Mr. Gilmore's leadership and the Board of Commissioners, you have a requirement that directly benefits public housing residents interested in apprenticeship opportunities. I recognize Commissioner Robert Boileau's special assistance in this area.

Thank you for listening and I urge you to pass unanimously the resolution extending Mr. Gilmore's contract. It is deserved by every measurement of success and dedication.

Sincerely yours,
/s/David Jenkins"

The following visitors spoke against the passage of Resolution (a):

Genie Bowie, African American Mothers Alone
Robert L. Speer, Planning Association for Divisadero Street

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to approve the minutes of the meeting of May 28, 1992 and Commissioner Williams seconded the motion.

The minutes of May 28, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:
None.

6. REPORT OF SECRETARY:
None.

7. COMMITTEE REPORT:

Commissioner Drypolcher reported that the Finance Committee met, wherein the 1992-1993 Budget was reviewed. The Budget has already been presented to PHTA and is being prepared for final form. It will be presented to this Board for final approval at the June 25th Commission meeting.

Commissioner Boileau reported that the Site and Design Committee met on Resolution (b) and that he will report further at that point in the agenda.

At this time Commissioner Goode thanked the Commissioners for their support and for re-electing him as President. He also expressed his gratitude to the residents and the staff for their cooperation and support. He congratulated Commissioner Boileau on his election as Vice President and he thanked Commissioner Lillian for his tremendous work as a Commissioner.

Commissioner Williams congratulated Commissioner Goode on his re-election as President and Commissioner Boileau on his election as Vice President. She also stated that she had received six letters and a mailgram in support of Mr. Gilmore.

Commissioner Drypolcher stated that at the appropriate time for voting on Mr. Gilmore's employment agreement he intends to support the extension. He said that during his 18 months as a Commissioner he has been dedicated to the betterment of the San Francisco Housing Authority and residents of public housing. He stated that he has met with staff, ridden with police patrols, has talked and met with people, and has never seen any evidence whatsoever to prove that the Housing Authority is anything "but what you have said it has been today".

Commissioner Lillian stated that when he was appointed Commissioner by Mayor Feinstein this was a very troubled Housing Authority - $12,000,000 in debt, 1,700 vacant units, and a very bad maintainence situation. Mr. Gilmore was selected following the review of 116 applicants and has proven to be an effective manager. He shares Commissioner Drypolcher's support for the extension of Mr. Gilmore's employment agreement. Additionally, he stated that he and Commissioner Goode met with the Mayor this morning and had a very positive meeting.

Commissioner Chuck introduced Mr. Ted Dienstfrey, Director of Housing, from the Mayor's Department of Housing and asked him to take back to the Mayor's office a sense of this celebration today.

Commissioner Boileau thanked the Commissioners for electing him as Vice-President and indicated he would be voting in the affirmative on Resolution (a).

Commissioner Reen expressed his appreciation of Mr. Gilmore's work and Karen Moone's contribution as well.

Commissioner Williams stated that this will be her fifth year as a resident and that she has seen many great changes in the past years, that she finds it a pleasure now to live in public housing and that she intends to support the extension of Mr. Gilmore's employment agreement.

8. REPORT OF COUNSEL:

Report of Counsel was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Ann Mackey reported that PHTA held their first business meeting on Tuesday, June 9, 1992. Carol Wilkins, Deputy Executive Director of Administration and Finance presented the Housing Authority's 1992-1993 budget. Mrs. Mackey stated she was pleased to report that the budget includes funding for additional security in several senior developments. Following the meeting there was an open discussion and the association is reaching for a much better understanding between the tenants, PHTA and the SFHA staff. The next meeting of PHTA is scheduled for June 23rd.

10. UNFINISHED BUSINESS:
None.

11. NEW BUSINESS:

(a) RESOLUTION 3805

RESOLUTION AUTHORIZING THE AMENDMENT OF AN EMPLOYMENT AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND DAVID I. GILMORE

WHEREAS, by Resolution No. 3308, dated April 27, 1989, David I. Gilmore was appointed Executive Director/Secretary of the San Francisco Housing Authority effective May 8, 1989; and

WHEREAS, the Employment Agreement between the Housing Authority of the City and County of San Francisco and Mr. Gilmore was amended by Resolution No. 3515, dated September 13, 1990, and by Resolution No. 3580, dated January 10, 1991; and

WHEREAS, Mr. Gilmore's current contractual relationship with the Authority expires on May 8, 1993; and

WHEREAS, since his appointment, Mr. Gilmore's stewardship of the Authority has been of the highest quality; and

WHEREAS, under Mr. Gilmore's leadership the performance of the Authority has improved to the extent that it is no longer listed among the "troubled" public housing authorities in the country after eight years as such; and

WHEREAS, the Commission believes that it would be in the best interest of the Authority to extend its relationship with Mr. Gilmore;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Article II, Paragraph A. of the EMPLOYMENT AGREEMENT between the Housing Authority of the City and County of San Francisco and David I. Gilmore is hereby amended by striking "May 8, 1993" from the first sentence of that paragraph and inserting in its place "June 11, 1994."

2. All other provisions of said EMPLOYMENT AGREEMENT are unchanged.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/11/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3805 and Commissioner Williams seconded the motion.

A roll call vote was taken and Resolution No. 3805 was UNANIMOUSLY ADOPTED.

Mr. Gilmore expressed to the Commission and to the members of the audience "that today has been the highlight of my life". He paid tribute to "without a doubt, the best staff of any agency" and he also paid special tribute to Karen Moone, Deputy Executive Director of Housing Management Operations. Additionally, he commended the Commission and expressed his gratitude for the opportunity to work with the SFHA residents. Mr. Gilmore issued an open invitation to all those in attendence (supporters and non-supporters) to join the residents, staff, and the rest of the city to work together to preserve public housing, which is "too precious a resource to go down the drain".

(b) RESOLUTION NO. 3806

RESOLUTION APPROVING THE 1992 COMPREHENSIVE GRANT PROGRAM COMPREHENSIVE PLAN AND ANNUAL STATEMENT AND CERTIFYING THAT THE AUTHORITY WILL COMPLY WITH ALL APPLICABLE COMPREHENSIVE GRANT PROGRAM REQUIREMENTS

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an Application for Fiscal Year 1992 Comprehensive Grant Program funding in the amount of $16,889,118; and

WHEREAS, the Authority is in need of such funding to address critical management and physical problems; and

WHEREAS, as a requirement of this program, the San Francisco Housing Authority Commission must approve the Comprehensive Plan and Annual Statement portions of this application and must certify that the Authority will comply with the following program requirements:

1. The Authority will comply with all policies, procedures, and requirements prescribed by HUD for modernization, including implementation of the modernization in a timely, efficient, and economical manner;
2. The Authority has established controls to ensure that any activity funded by the CGP is not also funded by any other HUD program, thereby preventing duplicate funding of any activity;

3. The Authority will not provide to any development more assistance under the CGP than is necessary to provide affordable housing, after taking into account other government assistance provided;
4. The proposed physical work will meet the modernization and energy conservation standards under 24 CFR968.115 or 24 CFR905.603;
5. The proposed activities, obligations and expenditures in the Annual Statement are consistent with the proposed or approved Comprehensive Plan of the Authority;
6. The Authority will comply with applicable civil rights requirements under 24 CFR968.110(a) or 24 CFR905.115, and, where applicable, will carry out the Comprehensive Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Section 504 of the Rehabilitation Act of 1973;
7. The Authority has adopted the goal of awarding a specified percentage of the dollar value of the total of the modernization contracts, to be awarded during subsequent FFYs, to minority business enterprises and will take appropriate affirmative action to assist resident-controlled and women's business enterprises under 24 CFR968.110(b);
8. The Authority has provided HUD with any documentation that the Department needs to carry out its review under the National Environmental Policy Act (NEPA) and other related authorities in accordance with 24 CFR968.110(c), (d) and (m) or 24 CFR905.120(a), (b), and (j), and will not obligate, in any manner, the expenditure of CGP funds, or otherwise undertake the activities identified in its Comprehensive Plan/Annual Statement, until the Authority receives written notification from HUD indicating that the Department has complied with its responsibilities under NEPA and other related authorities;
9. The Authority will comply with the wage rate requirements under 24 CFR968.110(e) and (f) or 24 CFR905.120(c) and (d);
10. The Authority will comply with the relocation assistance and real property acquisition requirements under 24 CFR968.110(g) or 24 CFR905.120(e);
11. The Authority will comply with the requirements for physical accessibility under 24 CFR968.110(h) or 24 CFR905.120(f);
12. The Authority will comply with the requirements for access to records and audits under 24 CFR968.110(i) or 24 CFR905.120(g);
13. The Authority will comply with the uniform administrative requirements under 24 CFR968.110(j) or 24 CFR905.120(h);
14. The Authority will comply with lead-based paint testing and abatement requirements under 24 CFR968.110(k) or 24 CFR905.120(i);
15. The Authority has complied with the requirements governing local government and resident participation in accordance with 24 CFR968.320(b) and (c), 968.330(d) and 968.340 or 24 CFR905.672(b) and (c), 905.678(d) and 905.684, and has given full considernation to the priorities and concerns of local government and residents, including any comments which were ultimately not adopted, in preparing the Comprehensive Plan/Annual Statement and any amendments thereto;
16. The Authority will comply with the special requirements of 24CFR968.310(d) or 24 CFR905.666(d) with respect to a homeownership development; and
17. The Authority will comply with the special requirements of 24CFR968.235 with respect to a Section 23 leased housing bond-financial development.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority Commission approves the 1992 Comprehensive Grant Program Comprehensive Plan and Annual Statement.

2. The President of the Commission is authorized to execute the Department of Housing and Urban Development form HUD-52836, stating the Commission's approval of the Comprehensive Plan and Annual Statement and that the Authority will comply with the requirements of the Comprehensive Grant Program.

3. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/11/92
Date

Commissioner Boileau moved to adopt Resolution No. 3806 and Commissioner Drypolcher seconded the motion.

Commissioner Boileau stated that the Site and Design Committee met on this resolution earlier today. This Comprehensive Grant Program replaces the CIAP program and is very important. The Site and Design Committee urged the approval of this resolution.

Resolution No. 3806 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3807

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO LEASE AGREEMENTS WITH VARIOUS SERVICE PROVIDERS OFFERING FAMILY SUPPORT SERVICES TO RESIDENTS OF TARGET PUBLIC HOUSING SITES

WHEREAS, the San Francisco Housing Authority is committed to developing a comprehensive model of family support services located in public housing target sites under the Drug Elimination Program; and

WHEREAS, service providers of family support programs typically function under limited budgets which require the support of partnerships to operate successfully; and

WHEREAS, the Housing Authority wishes to extend its support for service providers through the in-kind contribution of physical space at the rental rate of $1.00 annually, for the operation of family support programs; and

WHEREAS, the Housing Authority wishes to enter into Lease Agreements with the following service providers for space at the following sites:

Service Providers	Program	Location
Economic Opportunity Council	Headstart Childcare Programs	Hunter's View Plaza East Westside Courts
S.F. Boys & Girls Club	Youth Recreation and Education Programs	Alice Griffith Sunnydale
Bayview/Hunter's Point Foundation	Drug Treatment/ Intervention Program	Alice Griffith
Operation Contact	Youth Mentor Program	Rosa Parks*

*Serving the Western Addition community

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission formally authorizes the Executive Director to enter into contractual Lease Agreements with the above family support service providers for the rental of space in target public housing developments, for the amount of $1.00 per year, as a means of in-kind contribution.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/11/92
Date

Commissioner Williams moved to adopt Resolution No. 3807 and Commissioner Chuck seconded the motion.

Resolution No. 3807 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO.3808

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH GUARANTEE MUTUAL LIFE COMPANY FOR GROUP LIFE INSURANCE IN AN AMOUNT NOT TO EXCEED $11,550.00 DURING THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority maintains a group life insurance policy as part of the benefits package stipulated by labor agreements with its administrative and janitorial employees; and

WHEREAS, the Authority solicited for a new group life insurance policy in full and open competition in accordance with procurement regulations at 24 CFR, Part 85.36; and

WHEREAS, the Authority received proposals from CIGNA, Commercial Life Insurance Company, Fortis Benefits Insurance Company, Franklin Life Insurance Company, Guarantee Mutual Life Company, Royal Maccabees Life Insurance Company, and The Prudential Life Insurance Company, either directly or through an insurance broker, in response to the solicitation; and

WHEREAS, the Authority evaluated the proposals received in accordance with the criteria published in the solicitation, and determined that Guarantee Mutual Life Company is the respondent that can provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations at 24 CFR, Part 85.36, the Authority should award a contract to Guarantee Mutual Life Company; and

WHEREAS, funding for the services described herein has been approved as part of the Authority's operating budget for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into an agreement with Guarantee Mutual Life Company for group life insurance in an amount not to exceed $11,550.00 during the remainder of fiscal year 1991-92, except through provisions of the procurement policy adopted by the Commission, June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/11/92
Date

Commissioner Williams moved to adopt Resolution No. 3808 and Commissioner Chuck seconded the motion.

Resolution No. 3808 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 11, 1992 was adjourned at 5:48 p.m. The next regular meeting has been scheduled for June 28, 1992.

Reverend James E. Goode
President

David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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June 19, 1992

Agenda

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, June 25, 1992, at 440 Turk Street, San Francisco, California.

for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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6/25/92

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JUNE 25, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, June 25, 1992

440 Turk Street
San Francisco, CA 94102

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1. ROLL CALL:

   Reverend James E. Goode, President
   Robert J. Boileau, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF ANNUAL AND REGULAR MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Resolution authorizing payment of the Housing Authority's general liability insurance for the 1992/1993 policy year in the amount of $429,180.84.

(b) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with Macke Laundry Service Company for the lease of laundry facilities at the Plaza West (Robert B. Pitts Plaza) housing development.

(c) Resolution - Resolution authorizing the Executive Director to amend an existing contract with Kodama & Associates in the amount of $29,590.00 to provide additional services for site modifications for the physically disabled.

(d) Resolution - Resolution approving write-off of vacated Tenant Accounts Receivable in the amount of $278,655.00 for the quarter ending June 30, 1992.

(e) Resolution - Resolution approving the Low-Income Operating Budget for the period of October 1, 1992 to September 30, 1993 covering low-income projects under contract SF-255

(f) Resolution - Resolution authorizing the Executive Director to enter into a contractual agreement with Jim Brown's Amer-I-Can Program, Inc to coordinate gang intervention services at Sunnydale in an amount not to exceed $47,500.00

(g) Resolution - Resolution authorizing the Executive Director to expend an amount not to exceed $1,214,000.00 for continuation of police services pursuant to a Memorandum of Understanding with the San Francisco Police Department which was originally dated July 12, 1990 and extended by letter of agreement dated February 19, 1992.

(h) **Resolution** - Resolution authorizing the Executive Director to attend the National Association of Housing and Redevelopment Officials (NAHRO) Conference in Boston, Massachusetts on July 18-21, 1992

12. ADJOURNMENT:

for DAVID GILMORE
Secretary/Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, June 25, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco on Thursday, June 25, 1992 at 4:12 p.m.

1. ROLL CALL:

Vice President Robert J. Boileau called the meeting to order at 4:12 p.m.

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, Vice President
Reverend Harry Chuck, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

ABSENT: Reverend James E. Goode, President
Lewis Lillian, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Reen moved to approve the Agenda and Commissioner Drypolcher seconded the motion.

The Agenda of June 25, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. Visitors:

Ed W. Regan
Thelma Kavanagh, 350 Ellis Street Development
Ron Lemmon, 440 Turk Street Development

4. APPROVAL OF ANNUAL AND REGULAR MINUTES:

Commissioner Drypolcher moved to approve the minutes of the Annual Meeting of June 11, 1992 and Commissioner Reen seconded the motion.

The minutes of the Annual Meeting of June 11, 1992 were UNANIMOUSLY APPROVED.

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Commissioner Reen moved to approve the minutes of the Regular Meeting of June 11, 1992 and Commissioner Drypolcher seconded the motion.

The minutes of the Regular Meeting of June 11, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, said he wanted to relay several pieces of good news.

First, he reported that the San Francisco Housing Authority (SFHA), for the third consecutive summer, is participating in the City's Summer Work Program. The SFHA has employed as many as 100 youths (public housing residents and nonpublic housing residents alike) from the summer work program. In addition, the SFHA is providing G.E.D. tutoring to prepare the youths for school exams through the San Francisco Educational Service.

The Executive Director was pleased to announce the Youth Employment Bill had been signed by President Bush in Washington, D.C., and that it would create over 1,500 summer jobs for youth in the San Francisco area. Mr. Gilmore also stated that the Private Industry Council would be concentrating on youth from public housing.

Mr. Gilmore reminded the Commission of the two Hope programs that came before the commission several weeks ago, the Federal Hope Program Planning Grant Application for the Potrero Terrace/Annex and Alemany developments. Mr. Gilmore also had word that they both would be funded and stated that it would be an exciting opportunity for the SFHA and the residents and would create innovative activities, along with economic development activities.

Lastly, Mr. Gilmore requested that he be afforded the opportunity to speak again when the budget was being considered.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Ms. Geraldine Chavis, Legal Counsel, stated that her report was submitted in writing and it included the second quarter report.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, President, reported that the Public Housing Tenants' Association (PHTA) has been progressing with the formation of committees and has experienced good attendance at its meetings.

Anne Mackey also reported that she has been looking into the "Interdenominational Police Clergy Council, Inc." with the Chamber of Commerce, Police Officers Associations, and the Northern Station. It seems that no one has heard of this group and she would like it to be public knowledge that the PHTA does not support or endorse this group.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 3809

RESOLUTION AUTHORIZING PAYMENT OF THE HOUSING AUTHORITY'S GENERAL LIABILITY INSURANCE FOR THE 1992-93 POLICY YEAR IN THE AMOUNT OF $429,180.84

WHEREAS, the Housing Authority of the City and County of San Francisco ("the Authority") is a member of a combined group of public housing authorities and redevelopment agencies which created and owns a professionally managed non-profit captive insurance company, the Housing Authority Risk Retention Group ("HARRG"), which is structured to insure or reinsure exposures of its members; and

WHEREAS, on June 1, 1990, the Authority renewed its general liability coverage for a three year term, commencing on June 1, 1990, and ending on June 1, 1993; and

WHEREAS, the Authority's premium for the 1992-93 policy year is due by July 1, 1992; and

WHEREAS, payment of this premium to the Housing Authority Risk Retention Group is necessary to maintain this policy;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute payment for the general liability insurance premium for the 1992-93 policy year to the Housing Authority Risk Retention Group in the amount of $429,180.84.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Williams moved to adopt Resolution No. 3809 and Commissioner Reen seconded the motion.

Resolution No. 3809 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 3810

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH MACKE LAUNDRY SERVICE COMPANY FOR THE LEASE OF LAUNDRY FACILITIES AT THE PLAZA WEST (ROBERT B. PITTS PLAZA) HOUSING DEVELOPMENT

WHEREAS, a committee representing the Authority and Resident Council of the Plaza West (Robert B. Pitts Plaza) Housing Development solicited proposals from several laundry service providers to lease premises and provide laundry equipment at the housing development; and

WHEREAS, the committee received proposals from Macke Laundry Service Company and Web Service Company, Inc.; and

WHEREAS, the committee reviewed the proposals submitted and determined that Macke Laundry Service Company offered the most advantageous terms for laundry revenue sharing, and has a proven record for equipment and upkeep at other Authority developments; and

WHEREAS, based on the foregoing discussion, the committee recommends, and Authority concurs with said recommendation, that a contract be negotiated with Macke Laundry Service Company for the lease of laundry facilities at the Plaza West (Robert B. Pitts Plaza);

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and award a contract to Macke Laundry Service Company for the lease of laundry facilities at Plaza West (Robert B. Pitts Plaza) for a term not to exceed three years beginning with October 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Williams moved to adopt Resolution No. 3810 and Commissioner Reen seconded the motion.

Resolution No. 3810 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3811

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND AN EXISTING CONTRACT WITH KODAMA & ASSOCIATES IN THE AMOUNT OF $29,590 TO PROVIDE ADDITIONAL SERVICES FOR SITE MODIFICATIONS FOR THE PHYSICALLY DISABLED

WHEREAS, the San Francisco Housing Authority Commission at their regular meeting of April 11, 1991, authorized the Executive Director to enter into a contract with Kodama & Associates to develop prototypical designs for the modification of apartments for the physically disabled; and

WHEREAS, the architectural effort now must be expanded to include a study of site areas; and

WHEREAS, the Architect has submitted a proposal for the needed expanded scope of work; and

WHEREAS, this proposal has been reviewed and found to be in order; and

WHEREAS, the work by the Architect is essential for the implementation of this Authority's "504" plan for the disabled; and

WHEREAS, the funds for this expanded scope of work is available from CIAP and CDBG funds.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is hereby authorized to amend the existing contract with Kodama & Associates, and increase the fee of $29,590.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Chuck moved to adopt Resolution No. 3811 and Commissioner Williams seconded the motion.

Resolution No. 3811 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3812

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $278,655 FOR THE QUARTER ENDING JUNE 30, 1992

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1, details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the third quarter of Fiscal Year 1991-1992 debit balances of $278,655.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Williams moved to adopt Resolution No. 3812 and Commissioner Drypolcher seconded the motion.

Resolution No. 3812 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 3813

RESOLUTION APPROVING THE OPERATING BUDGET
FOR THE PERIOD OCTOBER 1, 1992 TO SEPTEMBER 30, 1993
COVERING LOW INCOME PROJECTS UNDER CONTRACT SF-255

WHEREAS, there is attached hereto and marked Exhibit "A," the Budget in summary form for the Low-Income Housing Program Operating Budget for the period of October 1, 1992 through September 30, 1993; and

WHEREAS, the Commission has reviewed the aforementioned budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the requirements of Section 9 (b) of the U.S. Housing Act and of Section 960.407 of 24 CFR Part 960 in that the aggregate annual gross rent of families residing in dwelling units for the fiscal year beginning October 1, 1992 will not be less than that amount equal to 30 percent of the sum of the "Family Income;" and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the annual income reexaminations requirements and that rents have been or will be adjusted in accordance with 24 CFR Part 913; and

WHEREAS, the San Francisco Housing Authority certifies that no PHA employee reflected in this budget serving in a variety of positions will exceed 100 percent allocation of his/her time.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked Exhibit "A" attached hereto is hereby approved for submission to HUD Area Office.

2. This Resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Williams moved to adopt Resolution No. 3813 and Commissioner Drypolcher seconded the motion.

Resolution No. 3813 was UNANIMOUSLY ADOPTED.

(Attachment filed in formal minute book)

Executive Director, David Gilmore, requested that the Commission recess for five minutes.

(f) RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH JIM BROWN'S AMER-I-CAN PROGRAM, INC. TO COORDINATE GANG INTERVENTION SERVICES AT SUNNYDALE IN AN AMOUNT NOT TO EXCEED $47,500.00

WHEREAS, the San Francisco Housing Authority (the "Authority") wishes to eliminate gang and drug-related activities in our developments and believes that by identifying and training young adults to assume positive leadership roles we can create a safer environment for our families; and

WHEREAS, Sunnydale has been identified as a development with serious gang activity compounded by similar problems at Geneva Towers; the Authority wishes to collaborate with Geneva Towers in its effort to reduce the level of gang related activity in the Visitacion Valley Community; and

WHEREAS, the Amer-I-Can Program under the leadership of Jim Brown, Football Hall of Fame inductee, has been successfully working with gang members in Los Angeles, Las Vegas and in Seattle and represents itself able to perform the services required by the Authority and the Authority finds the contractor is so qualified; and

WHEREAS, Amer-I-Can has been selected for this Gang Intervention effort as a sole source vendor because of the benefit to be derived from contracting with an organization that has already researched, developed and proven their gang intervention techniques. This includes both overall strategies for assessing gang structures and for recruiting gang members into alternative programs, as well the design and presentation of a training curriculum. As a result of this experience and the availability of established intervention techniques, development and evaluation time and costs will be avoided. Benefit is derived both from reduced lead time required to initiate interventions and costs avoided in the development and evaluation of intervention tools; and

WHEREAS, funding for these services is provided for the Drug Elimination Grant for Fiscal Year 1991-92.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive director is authorized to execute a purchase order for and enter into a contractual agreement with the Amer-I-Can Program for the procurement of gang prevention and intervention activity beginning July 1, 1992 through October 31, 1992 in an amount not to exceed $47,500.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

_____
Date

Vice President Boileau asked the Commission to suspend its ruling to allow Supervisor Kennedy to address the Commissioner regarding Resolution F.

Commissioner Williams moved to allow Supervisor Kennedy to address the Commission and Commissioner Drypolcher seconded the motion.

The motion to allow Supervisor Kennedy address the Commission was UNANIMOUS.

Supervisor Kennedy stated that she and Supervisor Gonzalez were concerned with drug activity and violence that is occurring throughout the communities. Supervisor Kennedy wished to coordinate joint efforts in drug elimination with the San Francisco Housing Authority and asked that Resolution F be postponed for two weeks in order for the City to gain more funding for this program.

Executive Director, David Gilmore, stated that Resolution F was a joint arrangement with the U.S. Department of Housing and Urban Development (HUD) and the San Francisco Housing Authority. He also stated that HUD now has direct operating control of Geneva Towers and wants to include the youth at the Sunnydale Development in this program. Mr. Gilmore has spoken to Mr. De Monte, Regional Administrator at HUD, and stated that he too has a willingness to postpone Resolution F for two weeks.

Commissioner Reen moved to table Resolution F and Commissioner Chuck seconded the motion.

The motion to table Resolution F was UNANIMOUS.

(g) RESOLUTION 3814

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXPEND AN AMOUNT NOT TO EXCEED $1,214,000 FOR CONTINUATION OF POLICE SERVICES PURSUANT TO A MEMORANDUM OF UNDERSTANDING WITH THE SAN FRANCISCO POLICE DEPARTMENT WHICH WAS ORIGINALLY DATED JULY 12, 1990 AND EXTENDED BY LETTER OF AGREEMENT DATED FEBRUARY 19, 1992

WHEREAS, the San Francisco Housing Authority (the "Authority") wishes to abate the problem of illegal drug sales and other crime in its public housing developments to create a safer living environment for its residents; and

WHEREAS, the San Francisco Police Department represents itself able to perform the services required and the Authority finds that the San Francisco Police Department is so qualified; and

WHEREAS, a resolution was adopted by the Commission on July 12, 1990 authorizing a Memorandum of Understanding with the San Francisco Police Department for the deployment of officers to Authority properties and the Memorandum of Agreement was extended by the commission on September 26, 1992; and

WHEREAS, the level of funding authorized by the resolution was not to exceed $1,011,000; and

WHEREAS, additional funding is now required to continue the services of the San Francisco Police Department as provided by this Memorandum of Understanding; and

WHEREAS, the agreement with the San Francisco Police Department is for the provision of services beyond the scope of police services to all residents of San Francisco; and

WHEREAS, $1,214,000 is available for this purpose in the 1991 CIAP budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide additional funding to the San Francisco Police Department for deployment of three (3) full squads of officers exclusively assigned to Authority properties in an amount not to exceed $1,214,000.00.

2. This resolution shall become effective immediately upon execution of the aforementioned additional funding and the Department of Housing and Urban Development's approval.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Williams moved to adopt Resolution No. 3814 and Commissioner Reen seconded the motion.

Resolution No. 3814 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION 3815

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ATTEND THE NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS (NAHRO) CONFERENCE IN BOSTON, MASSACHUSETTS ON JULY 18-21, 1992

WHEREAS, the San Francisco Housing Authority is a member of the National Association of Housing and Redevelopment Officials (NAHRO); and

WHEREAS, the NAHRO is holding a conference in Boston, Massachusetts on July 18-21, 1992; and

WHEREAS, the conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned NAHRO conference is important and essential to the Authority's conduct;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned NAHRO Conference on July 18-21, 1992.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

06/25/92
Date

Commissioner Williams moved to adopt Resolution No. 3815 and Commissioner Reen seconded the motion.

Resolution No. 3815 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 25, 1992 was adjourned at 5:05 p.m. The next regular meeting has been scheduled for July 9, 1992.

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

Agenda

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1992

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July 2, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, July 9, 1992, at 440 Turk Street, San Francisco, California.

Karen M. Moore
for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JULY 9, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, July 9, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Reverend James E. Goode, President
   Robert J. Boileau, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   William Drypolcher, Commissioner
   Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF ANNUAL AND REGULAR MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

   (f) Resolution - Resolution authorizing the Executive Director to enter into a contractual agreement with Jim Brown's Amer-I-Can Program, Inc to coordinate gang intervention services at Sunnydale in an amount not to exceed $47,500.00.

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11. NEW BUSINESS:

(a) Resolution - Resolution commending Joseph Attard on the occasion of his retirement.

(b) Resolution - Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at project CAL 1-27, 350 Ellis Street in the amount of $229,189.00.

(c) Resolution - Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at project CAL 1-28, 666 Ellis Street in the amount of $232,009.00.

(d) Resolution - Resolution rescinding Resolution No. 3383 and authorizing the Executive Director to enter into a new personal services contract with Milton F. Reiterman for a period not in excess of two years.

(e) Resolution - Resolution authorizing the Executive Director to execute a purchase order with the Economic Opportunity Council of San Francisco, Inc. for operation of the San Francisco Head Start Program Day Care Facility, at the Plaza East and Westside Developments during the summer months of July 13, 1992 through August 30, 1992 for an amount not to exceed $20,000.00.

(f) Resolution - Resolution authorizing the Executive Director to revise the 1988 Federal Preference Mandate of the San Francisco Housing Authority to a Point Allocation System.

(g) Resolution - Resolution approving superseding Part I and new Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF-618 and authorizing execution.

(h) Resolution - Resolution approving the space for the Hunter's View Resident Management Council at 207 Middle Point and Westbrook/Hunter's Point A East Tenants' Association at 1 Harbor Road.

(i) Resolution - Resolution approving the Memorandum of Agreement with the Robert B. Pitts Plaza Resident Council to begin to manage and operate the laundry facility at 1150 Scott Street.

12. ADJOURNMENT:

Doreen M. Moore

for DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, July 9, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 9, 1992 at 4:12 p.m.

1. ROLL CALL:

President James Goode called the meeting to order at 4:12 p.m.

Roll Call found the following members to be:

PRESENT: Reverend James E. Goode, President
Robert J. Boileau, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

ABSENT: Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Goode requested that Resolution B and Resolution C be tabled and removed from the Agenda.

Resolution B:

> Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at project CAL 1-27, 350 Ellis Street in the amount of $229,189.00

Resolution C:

> Resolution authorizing the Executive Director to enter into a contract with Millar Elevator Service Company for the modernization of elevators located at project CAL 1-28, 666 Ellis Street in the amount of $232,009.00

Commissioner Boileau moved to amend the Agenda with the absence of Resolution B and Resolution C and Commissioner Drypolcher seconded the motion.

The Agenda of July 9, 1992 was UNANIMOUSLY APPROVED as amended.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. Visitors:

Ron Lemmon, 430 Turk Street Development
Jeri Maxwell, Valencia Gardens Development

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to approve the minutes of the Regular Meeting of June 25, 1992 and Commissioner Reen seconded the motion.

The minutes of the Regular Meeting of June 25, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, reported that the previously approved Hope I application for planning grants for Potrero Annex/Terrace and Alemany has been funded. The Potrero Annex/Terrace Resident Association received $222,000 and the Alemany Resident Management Association was awarded $171,000. With these funds, the San Francisco Housing Authority (SFHA) will work jointly with the residents to develop significant and important plans, primarily resident management and economic opportunities (resident-run businesses, job training, and job development). The grants also cover feasibility studies on homeownership for residents.

Mr. Gilmore announced that Commander Arnold of the San Francisco Police Department (SFPD) will address the Commission and give a progress report on the strategies being used by the police to combat drug traffic and crime. Commander Arnold also gave an update on the number of officers assigned to the various developments, the hours involved, the statistics of arrests made, and merchandise recovered.

Mr. Gilmore stated that Commander Arnold, who oversees the operational activities related to the SFHA's contract with the SFPD, is a strong, forceful ally of the Authority. He also stated that periodically a police representative will address the Commissioners to keep them updated.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Debrenia Madison, Assistant Legal Counsel, stated that the report was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, reported that the Association's top priority is improving the PHTA's image and that they are working hard on worthwhile projects to improve public housing in San Francisco. She also stated that the PHTA and the SFHA are forming a partnership with Ella Hill Hutch Community Center to work on youth employment opportunities.

10. UNFINISHED BUSINESS:

(f) RESOLUTION 3916

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH JIM BROWN'S AMER-I-CAN PROGRAM, INC. TO COORDINATE GANG INTERVENTION SERVICES AT SUNNYDALE IN AN AMOUNT NOT TO EXCEED $47,500.00

WHEREAS, the San Francisco Housing Authority (the "Authority") wishes to eliminate gang and drug-related activities in our developments and believes that by identifying and training young adults to assume positive leadership roles we can create a safer environment for our families; and

WHEREAS, Sunnydale has been identified as a development with serious gang activity compounded by similar problems at Geneva Towers; the Authority wishes to collaborate with Geneva Towers in its effort to reduce the level of gang related activity in the Visitacion Valley Community; and

WHEREAS, the Amer-I-Can Program under the leadership of Jim Brown, Football Hall of Fame inductee, has been successfully working with gang members in Los Angeles, Las Vegas and in Seattle and represents itself able to perform the services required by the Authority and the Authority finds the contractor is so qualified; and

WHEREAS, Amer-I-Can has been selected for this Gang Intervention effort as a sole source vendor because of the benefit to be derived from contracting with an organization that has already researched, developed and proven their gang intervention techniques. This includes both overall strategies for assessing gang structures and for recruiting gang members into alternative programs, as well the design and presentation of a training curriculum. As a result of this experience and the availability of established intervention techniques, development and evaluation time and costs will be avoided. Benefit is derived both from reduced lead time required to initiate interventions and costs avoided in the development and evaluation of intervention tools; and

WHEREAS, funding for these services is provided from the Drug Elimination Grant for Fiscal Year 1991-1992.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive director is authorized to execute a purchase order for and enter into a contractual agreement with the Amer-I-Can Program for the procurement of gang prevention and intervention activity beginning July 1, 1992 through October 31, 1992 in an amount not to exceed $47,500.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Jim Brown, founder of the Amer-I-Can program, spoke briefly about the resolution which had originated over three years ago. Mr. Brown gave an example of his program by stating that the Amer-I-Can program has had a contract for over three years with the California Department of Corrections and has trained more than 8,000 inmates successfully. The training of the educators has been provided by ex-gang members who have attended two seminars on training. The educators who were trained by the ex-gang members went on to train the inmates successfully. He also stated that 95 percent of the personnel of the Amer-I-Can program are ex-convicts or ex-gang members who have turned their lives around. Mr. Brown also stated that five ex-gang members for the first time in history will be training police officers in "life and management" skills. Mr. Brown went on to give other examples of successful programs occurring around the country.

Commissioner Lillian moved to adopt Resolution No. 3916 and Commissioner Drypolcher seconded the motion.

Resolution No. 3916 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION 3917

RESOLUTION COMMENDING JOSEPH ATTARD
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Joseph Attard has retired from the San Francisco Housing Authority of the City and County of San Francisco on July 3, 1992 after twenty-two years of service; and

WHEREAS, during his career as an employee of this Authority he faithfully and diligently discharged his duties as a Glazier's Foreman; and

WHEREAS, Mr. Attard has gained the respect of the Commission of this Authority, the staff, and his fellow employees for his loyalty, efficiency, and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Mr. Joseph Attard its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3917 and Commissioner Reen seconded the motion.

Resolution No. 3917 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3918

RESOLUTION RESCINDING RESOLUTION NO. 3383 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A NEW PERSONAL SERVICES CONTRACT WITH MILTON F. REITERMAN FOR A PERIOD NOT IN EXCESS OF TWO YEARS

WHEREAS, at its regular meeting held on December 14, 1989, the Commission did adopt Resolution No. 3383 permitting the Executive Director to extend the personal services contract with Milton F. Reiterman for a total period not to exceed three years from September 30, 1990; and

WHEREAS, under revised provisions of the Annual Contributions Contract (ACC) between the Authority and HUD, specifically section 315, the Authority may no longer extend the contract with Mr. Reiterman, but must solicit for the required services in a competitive manner; and

WHEREAS, the Authority solicited for labor relations consulting services in full and open competition according to procurement regulations under 24 CFR, Part 85.36; and

WHEREAS, the Authority received and evaluated proposals from D.N. Cornford & Associates, Milton F. Reiterman (aka: Labor Relations & Negotiation Services), and Scarth-Lyons and Associates in accordance with the requirements of the solicitation; and

WHEREAS, based on the evaluation criteria and tabulation of the scores received therefrom, it was determined that Milton F. Reiterman was the respondent that could provide the services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations the Authority should award a contract to Milton F. Reiterman based on the results of the solicitation; and

WHEREAS, funding for the services as described above is available from the Authority's operating budget for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution No. 3383 is hereby rescinded.

2. The Executive Director is authorized to execute a personal services contract with Milton F. Reiterman for a period not to exceed two years.

3. The contract amount for fiscal year 1991-92 shall be in accordance with the amount previously approved by the Commission on November 14, 1991 pursuant to Resolution No. 3711, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

4. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3918 and Commissioner Reen seconded the motion.

Resolution No. 3918 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 3919

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER WITH THE ECONOMIC OPPORTUNITY COUNCIL OF SAN FRANCISCO, INC. FOR OPERATION OF THE SAN FRANCISCO HEAD START PROGRAM DAY CARE FACILITY, AT THE PLAZA EAST AND WESTSIDE DEVELOPMENTS DURING THE SUMMER MONTHS OF JULY 13, 1992 THROUGH AUGUST 30, 1992 FOR AN AMOUNT NOT TO EXCEED $20,000

WHEREAS, the Economic Opportunity Council of San Francisco, Inc. operates a Head Start Program, providing educational and childcare services at Plaza East and Westside Developments during the school year; and

WHEREAS, the Authority wishes to prevent the interruption of the Head Start Program/childcare facility at the Plaza East and Westside Developments; and

WHEREAS, the Economic Opportunity Council of San Francisco, Inc. will maintain the Head Start Program at Plaza East and Westside Developments from July 13 to August 30, 1992; and

WHEREAS, the Authority wishes to make payment to the Economic Opportunity Council of San Francisco, Inc. for these services; and

WHEREAS, funding for the services stated above has been made available from the Authority's 1991-92 Drug Elimination Program. The budget was approved by the commission.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order with the Economic Opportunity Council of San Francisco, Inc. to maintain Head Start services at Plaza East and Westside Developments from July 13 to August 30, 1992, in an amount not to exceed $20,000.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3919 and Commissioner Boileau seconded the motion.

Resolution No. 3919 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 3920

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 1988 FEDERAL PREFERENCE MANDATE OF THE SAN FRANCISCO HOUSING AUTHORITY TO A POINT ALLOCATION SYSTEM

WHEREAS, the U.S. Housing Act of 1937 ("the Act") mandates that a public housing agency ("PHA") applies federal preferences in its admission procedures to families who are involuntarily displaced, living in substandard housing or paying more than 50% of their income for rent; and

WHEREAS, the Act allows a PHA to rank these preferences in a priority that meets the needs of the agency; and

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco ("SFHA") adopted the federal preferences on July 14, 1988 by Resolution No. 3208 without a ranking of priority; and

WHEREAS, the needs of SFHA in administering its waiting list are such that a ranking of the preferences is desirable and will allow SFHA to house those persons most in need of housing as first priority; and

WHEREAS, after careful analysis and study of the waiting list and trends in housing, staff has prepared a revision of the federal preference policy statement which provided for ranking of the federal preferences based upon priority and a point allocation system based upon this ranking; and

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") has approved the Authority's revision of the federal preference mandate into a point allocation system giving families with greatest need the highest priority; and

WHEREAS, the SFHA's Policies Governing Tenant Admission and Continued Occupancy and the Administrative Plan will be revised to reflect the point allocation system of the federal preference mandate; and

WHEREAS, upon approval of the revision, families and individuals on the preexisting Public Housing and Section 8 waiting list will be notified of the revision and all new applicants will be integrated into the preexisting waiting list which reflects the new point allocation system; and

WHEREAS, an emergency point allocation will be given to special applicants in matters of life and death in accordance with the 10% Exception Rule;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Federal Preference Policy Statement attached at Exhibit A is hereby adopted.

2. The Executive Director/Secretary is authorized to amend the SFHA's Policy Governing Tenant Admission and Continued Occupancy and the SFHA's Administrative Plan to reflect the new federal policy statement.

3. This resolution is provisionally effective subject to a 30 day comment period, after which time it will become final.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Reen moved to adopt Resolution No. 3920 and Commissioner Drypolcher seconded the motion.

Resolution No. 3920 was UNANIMOUSLY ADOPTED.

(Exhibit A is on file in formal minute book.)

(g) RESOLUTION 3921

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government.")

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August, 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (January 1990), applicable to Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program.

Now, therefore, be it resolved by the PHA, as follows:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as maybe required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3921 and Commissioner Reen seconded the motion.

Resolution No. 3921 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION 3922

RESOLUTION APPROVING THE SPACE FOR THE HUNTER'S VIEW RESIDENT MANAGEMENT COUNCIL AT 207 MIDDLE POINT AND WESTBROOK/HUNTER'S POINT A EAST TENANTS' ASSOCIATION AT 1 HARBOR ROAD

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse resident management, economic development and recreation opportunities at the public housing developments; and

WHEREAS, the Hunter's View Resident Management Council is the duly elected representative group of the Hunter's View residents; and

WHEREAS, the Westbrook/Hunter's Point A East Tenant's Association is the duly elected representative group of the Westbrook/Hunter's Point A East residents; and

WHEREAS, the residents of the aforementioned developments and the San Francisco Housing Authority have identified space to accommodate the economic development and resident management needs at these sites; and

WHEREAS, funding is available from the CIAP 919, 1991 funding for physical improvements; and

WHEREAS, assignment of the space to the Hunter's View Resident Management Council and to Westbrook/Hunter's Point A East Tenant's Association would further the Housing Authority's goal of resident management and economic development; and

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Agreement, in attachment A, between San Francisco Housing Authority and Hunter's View Resident Management Council at 207 Middle Point Road, under the conditions indicated in the MOA for the use of the renovated space.

2. The Executive Director is authorized to execute the Memorandum of Agreement, in attachment B, between San Francisco Housing Authority and Westbrook/Hunter's Point A East Tenants Association at 1 Harbor Road, under the conditions indicated in the MOA for the use of the renovated space.

3. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3922 and Commissioner Drypolcher seconded the motion.

Resolution No. 3922 was UNANIMOUSLY ADOPTED.

(Attachment A and Attachment B are on file in formal minute book.)

(i) RESOLUTION 3923

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT WITH THE ROBERT B. PITTS PLAZA RESIDENT COUNCIL TO BEGIN TO MANAGE AND OPERATE THE LAUNDRY FACILITY AT 1150 SCOTT STREET

WHEREAS, the San Francisco Housing Authority wishes to promote economic development and resident owned and operated businesses on public housing sites and within the community; and

WHEREAS, a contract currently exists between the San Francisco Housing Authority and Macke Laundry Services to lease laundry equipment to Robert B. Pitts Plaza; and

WHEREAS, the Robert B. Pitts Plaza Resident Council is the duly elected representative group of the residents of Robert B. Pitts Plaza; and

WHEREAS, the Robert B. Pitts Plaza Resident Council is able to perform the necessary duties to operate of the laundry facility at Robert B. Pitts Plaza; and

WHEREAS, this Memorandum of Agreement between the Housing Authority and the Robert B. Pitts Plaza Resident Council furthers the goals of the Housing Authority to promote economic development for public housing residents; and

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a Memorandum of Agreement (MOA) (attachment A) allowing the Robert B. Pitts Plaza Resident Council to operate and maintain the laundry facility located at 1150 Scott Street under the terms and agreements in the MOA.

2. The Robert B. Pitts Plaza Resident Council will receive and manage all funds as noted in the MOA.

3. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/09/92
Date

Commissioner Lillian moved to adopt Resolution No. 3923 and Commissioner Boileau seconded the motion.

Resolution No. 3923 was UNANIMOUSLY ADOPTED.

(Attachment A is on file in formal minute book.)

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 9, 1992 was adjourned at 5:20 p.m. The next regular meeting has been scheduled for July 23, 1992.

Reverend James E. Goode
President

for David Gilmore, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

Agenda

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July 16, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, July 23, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JULY 23, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, July 23, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Reverend James E. Goode, President
Robert J. Boileau, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner

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2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) Resolution - Resolution amending the 1992 Comprehensive Grant Program Resolution No. 3806 by adding one additional certification at the request of the Department of Housing and Urban Development.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, July 23, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 23, 1992 at 4:00 p.m.

Vice President Boileau called the meeting to order at 4:05 p.m..

Commissioner Drypolcher moved to revise the order of the meeting and make the Report of Secretary the second order of business.

The motion to revise the Agenda and have the Report of Secretary considered as the second order of business was UNANIMOUS.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, Vice President
Albert J. Reen, Commissioner
William Drypolcher, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

ABSENT: Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner

2. REPORT OF SECRETARY:

Secretary Gilmore, reported that the San Francisco Housing Authority has received certified documents from the Mayor's office pertaining to the appointment of Rev. Clarence L. Shaw and that these documents are required to confirm the appointment of Commissioner Shaw to the San Francisco Housing Authority Commission. Mr. Gilmore requested a motion be made accepting the documents.

Commissioner Drypolcher moved that the documents be accepted and filed. Commissioner Reen seconded the motion.

The motion to accept the documents to appoint Commissioner Shaw to the San Francisco Housing Authority Commission was UNANIMOUS.

Mr. Gilmore requested that once the documents had been accepted, the Commission would need to make a motion to seat Commissioner Shaw as a member of the San Francisco Housing Authority Commission.

Commissioner Drypolcher moved that Commissioner Shaw be seated as a

member of this Authority and Commissioner Reen seconded the motion.

The motion to seat Commissioner Shaw as a member of the San Francisco Housing Authority Commission was UNANIMOUS.

Mr. Gilmore extended his congratulations to Commissioner Shaw on his appointment.

Mr. Gilmore stated that it is necessary to revise the Agenda because the Bylaws of the San Francisco Housing Authority require that when the office of President is vacated, the Vice President shall assume the duties and responsibilities of the President until the next regularly scheduled meeting is held, at which time, unless there is some action taken to alter the process, the Commission will elect a new President. The Agenda had been revised to include the election of a new President since the position was now vacant, otherwise it would be necessary for the Commission to amend the Bylaws to schedule the election to take place at another date. Secretary Gilmore noted that Commission Lillian, who was unable to attend this meeting because of travel, had requested that members consider holding the election at a later date.

3. APPROVAL OF AGENDA:

Commissioner Reen moved to approve the revised Agenda and Commissioner Drypolcher seconded the motion.

The Agenda of July 23, 1992 was UNANIMOUSLY APPROVED.

Commissioner Boileau stated that the Commission will meet in Executive Session immediately following adjournment of the meeting and that Legal Counsel will give a report on the Executive Session during the Legal Counsel Report.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

4. Visitors:

Lynette Mackey, Sunnydale Development
Brenda Alexander, Hunter's Point Development
Jewel Green, Hunter's View Development
Ruby Windom, Rosa Parks Senior Development
James Eddy, Buchanan Street
Ron Lemmon, 430 Turk Street Development

5. APPROVAL OF MINUTES:

Commissioner Williams moved to approve the minutes of the Regular Meeting of July 9, 1992 and Commissioner Reen seconded the motion.

The minutes of the Regular Meeting of July 9, 1992 were UNANIMOUSLY APPROVED.

6. GENERAL COMMUNICATIONS:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, stated that the report was submitted in writing and requested that the Commission adjourn into an Executive Session to discuss matters of litigation regarding two cases of Dow Builders vs. the San Francisco Housing Authority in Case No. 935053 and Case No. 940422 and to also discuss a pending matter regarding the Ultrex Corporation vs. the San Francisco Housing Authority. The Executive Session is authorized by Government Code 9456.9a for the Dow Builders and Government Code 9456.9b for the Ultrex Corporation.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, extended her congratulations to newly appointed Commissioner Shaw. Ms. Mackey stated that it was unfortunate that members of PHTA were unable to attend the swearing-in ceremony, as they were not aware of the appointment.

Ms. Mackey reported that the PHTA is making slow progress. She said the PHTA is experiencing some setbacks, as well as some adversity. Additionally, she expressed concern about the jobs for the youth through the Summer Youth Program and requested more information about that program.

Ms. Mackey stated that she has received complaints regarding maintenance services. She particularly noted requests for plumbing. She also asked about reports that units are being rented before they are ready. Ms. Mackey also noted her concern regarding shootings at the Sunnydale and Bernal Dwellings developments.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a-1) 1. The Vice President announced that the next order of business was the election of the President for the ensuing year. Commissioner Drypolcher moved that Commissioner Boileau be nominated for the office of President for the ensuing year. Commissioner Reen seconded the motion. Commissioner Boileau moved that the nominations be closed and that the Secretary be instructed to call the roll of the Commissioners on the election of the President. Commissioner Williams seconded the motion. The motion was passed and adopted. Thereupon the Secretary called the roll and upon roll call the motion to elect Commissioner Boileau as President was adopted with Commissioner Shaw abstaining.

2. The President announced that the next order of business was the election of the Vice President for the ensuing year. Commissioner Williams moved that Commissioner Drypolcher be nominated for the office of Vice President for the ensuing year. Commissioner Reen seconded the motion. Commissioner Boileau moved that the nominations be closed and that the Secretary be instructed to call the roll of the Commissioners on the election of the Vice President. Commissioner Reen seconded the motion. The motion was passed and adopted. Thereupon the Secretary called the roll and upon roll call the motion to elect Commissioner Drypolcher as Vice President was adopted with Commissioner Shaw abstaining.

(a) RESOLUTION 3924

RESOLUTION AMENDING THE 1992 COMPREHENSIVE GRANT PROGRAM RESOLUTION NO. 3806 BY ADDING ONE ADDITIONAL CERTIFICATION AT THE REQUEST OF THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, on June 11, 1992, this Commission adopted Resolution No. 3806 approving the 1992 Comprehensive Grant Program Comprehensive Plan and Annual Statement and Certifying that the Authority will comply with all applicable Comprehensive Grant Program requirements; and

WHEREAS, the Authority has requested a time extension until December 31, 1993 to meet the needs identified in the Transition Plan for Section 504 providing physical modifications for the physically disabled; and

WHEREAS, the Department of Housing and Urban Development has therefore requested that Resolution No. 3806 be amended to include the following certification:

"18 The PHA will meet the needs identified in its transition plan for Section 504 by December 31, 1993."

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution No. 3806 is amended to include the following certification:

"18 The PHA will meet the needs identified in its transition plan for Section 504 by December 31, 1993."

2. The President of the Commission is authorized to execute a revised Department of Housing and Urban Development form HUD-52836, adding this same certification.

3. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

07/23/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3924 and Commissioner Reen seconded the motion.

Resolution No. 3924 was UNANIMOUSLY ADOPTED.

Commissioner Drypolcher welcomed Commissioner Shaw to the Commission and said he is looking forward to the coming year.

Commissioner Boileau welcomed Commissioner Shaw to the Commission, stating that he is sure the Commission will be able to work together for the betterment of the Agency.

Commissioner Boileau also paid special tribute to Father Goode. He said Father Goode's dedication during his tenure to the Housing Authority's goals helped turn the agency around after a long decline. Commissioner Boileau also said Father Goode exerted extraordinary leadership with sensitivity and compassion and that he hoped he can follow that example as President.

Commissioner Williams congratulated Commissioner Shaw on his appointment to the Commission and said she hoped that they would work well together.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 23, 1992 was adjourned at 5:20 p.m. The next regular meeting has been scheduled for August 13, 1992.

Robert J. Boileau
Vice President

Karen M. Moore
for David Gilmore, Secretary and
Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 13, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, August 13, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Resolution approving the Operating Budget Revision #2 for the period October 1, 1991 to September 30, 1992 covering low-income projects under contract SF-255.

    (b) Resolution - Resolution authorizing the Executive Director to negotiate and enter into a contract with San Francisco Safe for resident organizing services in an amount not to exceed $65,000.00.

(c) Resolution - Resolution authorizing the Executive Director to increase the encumbrance for the purchase of stoves and refrigerators from Frigidaire in an amount not to exceed $60,000.00 for the remainder of Fiscal Year 1992-92.

(d) Resolution - Resolution authorizing the Executive Director to enter into a contract with Sandis and Associates, Inc,. to prepare construction documents and provide construction administration to correct serious sewer problems at the Hunters Point 'A' 3850-18th Street and 951 Eddy Street housing developments for the amount of $67,500.00.

(e) Resolution - Resolution authorizing the Executive Director to enter into a contract with Bluewater Environmental Services for the removal of existing asbestos containing roofing and the re-roofing of these buildings at Cal 1-16, Alemany in the amount of $95,950.00.

(f) Resolution - Resolution authorizing an increase in the encumbrance for litigation fees for the firm of McGee, LaFayette, Willis, & Greene in an amount not to exceed $50,000.00 for Fiscal Year 1992-92.

(g) Resolution - Resolution of intention to approve an amendment to contract between the Board of Administration of the Public Employees' Retirement System and the Commissioners of the Housing Authority of the City and County of San Francisco.

12. ADJOURNMENT:

Karen M. Moore

for DAVID GILMORE
Secretary/Executive Director

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8/13/92

SF

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, August 13, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 13, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:04 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT:
David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to approve the Agenda and Commissioner Reen seconded the motion.

The Agenda of August 13, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. Visitors:

Henri Gadison
Karen Huggins, Potrero Annex/Terrace Development

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4. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of the meeting held July 23, 1992 and Commissioner Drypolcher seconded the motion.

The minutes of the meeting held July 23, 1992 were UNANIMOUSLY APPROVED.

6. GENERAL COMMUNICATIONS:

A letter of support from the residents of Valencia Gardens (who were unable to attend this meeting) was distributed for the support of Resolution B which authorized:

> The Executive Director to negotiate and enter into a contract with San Francisco Safe for resident organizing services in an amount not to exceed $65,000.00.

Commissioner Reen reported that he attends 22 resident association meetings monthly and wherein he takes note of and looks into the various complaints called to his attention. Commissioner Reen expressed his own, as well as the residents, appreciation of Paula Jackson, Director of Maintenance Operations, and her staff for the effort they have shown in responding to maintenance problems.

Commissioner Lillian reported that he was able to obtain 1,000 theater tickets from the American Conservatory Theater in San Francisco for the children living in public housing to attend the production of "A Christmas Carol." The performances begin in November and will continue through December. Commissioner Lillian anticipates that he will be able to obtain an additional 500 tickets.

Commissioner Boileau stated that the Commission will meet in Executive Session to discuss a personnel matter immediately following adjournment of the Commission meeting.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Drypolcher reported that the Finance Committee had met regarding several items on the agenda and stated that he would give a report on the items at the appropriate time during the meeting.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, stated that the report was submitted in writing and that she also provided the Commission with a copy of the Third Quarter Report. Ms. Chavis stated that pursuant to Government Code 54957, the Commission will adjourn into an Executive Session to discuss a personnel matter.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, reiterated that the PHTA is trying to create a new positive image and would like to move forward. Ms. Mackey stated that the PHTA is currently working on a new budget proposal.

Ms. Mackey also wanted to extend her appreciation to Paula Jackson, Director of

Maintenance Operations, and her staff in responding to the many maintenance issues that come to her attention.

Ms. Mackey stated that she was concerned with the level of crime that they have been experiencing at Clementina Towers since the crime sweep has started in the South-of-Market area. She stated that a resident had been mugged and that it would have been helpful to have a social worker or an advocate there to help this resident deal with the mugging experience.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 3925

RESOLUTION APPROVING THE OPERATING BUDGET REVISION #2 FOR THE PERIOD OCTOBER 1, 1991 TO SEPTEMBER 30, 1992 COVERING LOW INCOME PROJECTS UNDER CONTRACT SF-255

WHEREAS, there is attached hereto and marked Exhibit "A," the Budget in summary form for the Low Income Housing Program Operating Budget Revision #2 for the period of October 1, 1991 through September 30, 1992; and

WHEREAS, the Commission has reviewed the aforementioned budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the requirements of Section 9 (b) of the U.S. Housing Act and of Section 960.407 of 24 CFR Part 960 in that the aggregate annual gross rent of families residing in dwelling units for the fiscal year beginning October 1, 1991 will not be less than that amount equal to 30 percent of the sum of the "Family Income"; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the annual income re-examinations requirements and that rents have been or will be adjusted in accordance with 24 CFR Part 913; and

WHEREAS, the San Francisco Housing Authority certifies that no PHA employee reflected in this budget serving in a variety of positions will exceed 100 percent allocation of his/her time.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the budget marked Exhibit "A" attached hereto is hereby approved for submission to HUD Area Office.

2. This Resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Drypolcher stated that the Finance Committee recommended approval of this item.

Commissioner Lillian moved to adopt Resolution No. 3925 and Commissioner Reen seconded the motion.

Resolution No. 3925 was UNANIMOUSLY ADOPTED.

(Exhibit A is filed in Formal Minute Book)

(b) RESOLUTION

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH SAN FRANCISCO SAFE FOR RESIDENT ORGANIZING SERVICES IN AN AMOUNT NOT TO EXCEED $65,000.00

WHEREAS, the Authority solicited for resident organizing services, in full and open competition, pursuant to its Request for Proposals (RFP) number 018-92; and

WHEREAS, the Authority received a proposal from San Francisco SAFE in a timely and responsive manner for the required services; and

WHEREAS, the Authority organized a review panel consisting of staff and public housing residents to evaluate the proposal submitted by San Francisco SAFE; and

WHEREAS, based on the results of the review panel findings and recommendations, it is most advantageous for the Authority, cost and other factors considered, to negotiate a contract with San Francisco SAFE to provide resident organizing services and skills development at selected public housing sites; and

WHEREAS, funding for the services described herein are available from Drug Elimination Program grants during fiscal year 1991-92.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with San Francisco SAFE, Inc., for resident organizing services in an amount not to exceed $65,000.00, except as provided for under the provisions of the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Drypolcher moved to table Resolution B and Commissioner Chuck seconded the motion.

The motion to table Resolution B was UNANIMOUS.

(c) RESOLUTION 3926

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE FOR THE PURCHASE OF STOVES AND REFRIGERATORS FROM FRIGIDAIRE IN AN AMOUNT NOT TO EXCEED $60,000.00 FOR THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority awarded a contract to Frigidaire for the procurement of stoves and refrigerators; and

WHEREAS, the Commission approved the contract with Frigidaire along with an estimated dollar amount to be set aside for the purchase of appliances for the current fiscal year; and

WHEREAS, the Authority needs to increase the previously approved dollar amount in order to continue providing appliances to its residential apartments during the remainder of the current fiscal year; and

WHEREAS, it is estimated that the additional funding needed will not exceed $60,000.00 during the remainder of the current fiscal year; and

WHEREAS, funding for the procurement of appliances is available as part of the Authority's revised operating budget for fiscal year 1991-92.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the encumbrance for the purchase of stoves and refrigerators from Frigidaire in an amount not to exceed $60,000.00 during the remainder of fiscal year 1991-92, except as provided for under the provisions of the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Drypolcher stated that the Finance Committee recommended approval of this item.

Commissioner Williams moved to adopt Resolution No. 3926 and Commissioner Chuck seconded the motion.

Resolution No. 3926 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3927

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SANDIS AND ASSOCIATES, INC., TO PREPARE CONSTRUCTION DOCUMENTS AND PROVIDE CONSTRUCTION ADMINISTRATION TO CORRECT SERIOUS SEWER PROBLEMS AT THE HUNTERS POINT 'A', 3850-18TH STREET, AND 951 EDDY STREET HOUSING DEVELOPMENTS FOR THE AMOUNT OF $67,500.00

WHEREAS, frequent, sewer stoppages and subsequent backups persist at the CAL 1-17A, Hunters Point 'A' (Upper West and Lower West); CAL 1-20, 3850-18th Street; and CAL 1-39B, 951 Eddy Street Authority housing developments; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CA-1-919, Comprehensive Improvement Assistance Program to correct these problems; and

WHEREAS, a civil engineering consultant is required to assist in this effort; and

WHEREAS, the Authority has selected Sandis and Associates, Inc. to perform a preliminary investigative analysis and provide recommendations for the corrective measures; and

WHEREAS, that phase of the work has been satisfactorily completed; and

WHEREAS, Sandis and Associates, Inc. is now required to prepare Construction Documents and provide Construction Administration for the implementation of the sewer corrective measures at the three Authority developments; and

WHEREAS, this Consultant has proposed a fee of $67,500.00 to provide these services; and

WHEREAS, the fee is within the funding available in the CA-1-919, Comprehensive Improvement Assistance Program Budget and is reasonable for the work involved; and

WHEREAS, the Department of Housing and Urban Development approval of this Contract Amendment is required.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract amendment for said work to Sandis and Associates, Inc. in the Amount of $67,500.00.

2. This authorization becomes effective upon approval by the Department of Housing and Urban Development.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Reen moved to adopt Resolution No. 3927 and Commissioner Boileau seconded the motion.

Resolution No. 3927 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH BLUEWATER ENVIRONMENTAL SERVICES FOR THE REMOVAL OF EXISTING ASBESTOS CONTAINING ROOFING AND THE RE-ROOFING OF THESE BUILDINGS AT CAL 1-16, ALEMANY IN THE AMOUNT OF $ 95,950.00.

WHEREAS, on May 29, 1992, the Authority advertised for bids for asbestos containing roofing removal at Alemany and the re-roofing of these buildings; and

WHEREAS, on July 21, 1992 four (4) bids were received as follows:

Bidders	Bid Amount
1. Bluewater Environmental Service	$ 95,950.00
2. Pioneer Roofing	$ 96,120.00
3. Guy's Roofing Inc.	$ 98,800.00
4. Western Roofing Service	$107,439.00

WHEREAS, the Authority has evaluated the low bid and determined that Bluewater Environmental Service's bid is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the available funding of the Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Bluewater Environmental Services in the amount of $95,950.00,

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Drypolcher moved to adopt Resolution E and Commissioner Lillian seconded the motion.

Mr. David Gilmore, Executive Director, urged the Commission to vote "NO" on Resolution E. He stated that the company failed to submit certification for its participation in an apprenticeship program, which is required by the San Francisco Housing Authority Commission, and consequently should not be awarded this contract.

Commissioner Boileau called for the vote, and it was UNANIMOUSLY opposed.

(f) RESOLUTION 3928

RESOLUTION AUTHORIZING AN INCREASE IN THE ENCUMBRANCE FOR LITIGATION FEES FOR THE FIRM OF MCGEE, LAFAYETTE, WILLIS & GREENE IN AN AMOUNT NOT TO EXCEED $50,000.00 FOR FISCAL YEAR 1991-92

WHEREAS, on November 14, 1991 the Commission adopted Resolution No. 3711 which authorized payment of litigation fees for outside counsel for fiscal year 91-92 in accordance to provisions of the Procurement Policy adopted June 13, 1991 in the amount of $100,000; and

WHEREAS, the fees were allocated and purchase orders established amongst several law firms that represent the San Francisco Housing Authority ("SFHA") including McGee, Lafayette, Willis & Greene; and

WHEREAS, the firm of McGee, Lafayette, Willis & Greene represents SFHA on several matters which are in various phases of litigation; and

WHEREAS, the funds budgeted to the firm have been depleted; and

WHEREAS, additional funds are needed to pay for work already completed as well as to pay fees for work anticipated through the end of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the purchase order for the payment of outside counsel services provided by the firm of McGee, Lafayette, Willis & Greene in an amount not to exceed $50,000.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Drypolcher stated that the Finance Committee recommended approval of this item.

Commissioner Drypolcher moved to adopt Resolution No. 3928 and Commissioner Lillian seconded the motion.

Resolution No. 3928 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 3929

RESOLUTION OF INTENTION TO APPROVE AN AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

> To provide Section 20818 (Two-Years Additional Service Credit) for local miscellaneous members.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between the said governing body and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/13/92
Date

Commissioner Drypolcher stated that the Finance Committee recommended approval of this item.

Commissioner Drypolcher moved to adopt Resolution No. 3929 and Commissioner Reen seconded the motion.

Resolution No. 3929 was UNANIMOUSLY ADOPTED.

(Exhibit filed in Formal Minute Book)

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 13, 1992 was adjourned at 5:15 p.m. to go into Executive Session. The next regular meeting has been scheduled for August 27, 1992.

Robert J. Boileau
President

David Gilmore, Secretary and
Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

August 21, 1992

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AUG 25 1992

SAN FRANCISCO

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, August 27, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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8/27/92

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 27, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, August 27, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

DOCUMENTS DEPT.
AUG 25 1992
SAN FRANCISCO

2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Resolution authorizing the submission of application for Section 8 certificate and voucher funding and for Authority to execute the annual contributions contract if such application is approved.

(b) Resolution - Resolution authorizing the submission of application for Section 8 Certificate funding for the Family Unification Program, and for Authority to execute the Annual Contribution Contract if such application is approved.

(c) Resolution - Resolution authorizing the Executive Director to attend the Council of Large Public Housing Authorities (CLPHA) meeting in Portland, Maine on August 31, 1992 through September 1, 1992 and authorizing the Executive Director and Commission President to attend meetings in Washington, D.C. on September 2, 1992 through September 3, 1992.

(d) Resolution - Resolution authorizing the Executive Director to enter into a contract with McCormack Baron & Associates, Inc., for evaluation the potential of redeveloping Hayes Valley North and South Public Housing Developments in the amount of $150,000.

(e) Resolution - Resolution authorizing the Executive Director to enter into a contract with Martin M. Ron Associates, Inc., for a not to exceed price of $10,000 for services to provide a topographic survey of the site for Phase I of the Sunnydale Housing Rehabilitation Effort.

(f) Resolution - Resolution authorizing the Executive Director to procure fleet body repair services in an amount not to exceed $24,341.69 during the remainder of Fiscal Year 1991-92.

(g) Resolution - Resolution approving the Memorandum of Understanding between the San Francisco Housing Authority and the Alemany Resident Management Council to maximize management responsibilities and to explore homeownership opportunities.

(h) Resolution - Commending Commissioner Rev. Father James E. Goode, OFM, for services to the San Francisco Housing Authority.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, August 27, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 27, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:04 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT:
David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to approve the Agenda and Commissioner Reen seconded the motion.

The Agenda of August 27, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Jerry Maxwell, Valencia Gardens Development
Jan Allen, Clementina Development
Steven Guffey, 430 Turk Street Development
Tiki Hadley, Alemany Development
Jewel Green, Hunter's View Development
Christine Neal, Alice Griffith Development
Ron Lemmon, 430 Turk Street Development
Mitch Fine
Espanola Jackson
Mrs. Mumphrey, Hunter's View Development

4. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of the meeting held August 13, 1992 and Commissioner Williams seconded the motion.

The minutes of the meeting held August 13, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, stated that he wanted to report on the following three separate issues:

First, Mr. Gilmore stated that Mary McAllister, President of the Valencia Gardens Resident Association, passed away after a brief illness and it was a loss for San Francisco, as she was a strong advocate of public housing in the City of San Francisco. Mr. Gilmore requested that everyone observe a moment of silence in her memory.

Mr. Gilmore further stated that a historic event was going to take place regarding Resolution G, the Memorandum of Understanding (MOU), between the San Francisco Housing Authority (SFHA), and the Alemany Resident Management Council (ARMC). The MOU will pave the way for change for the residents of the Alemany development and also establish a new precedence. David Gilmore was delighted to endorse the MOU between the SFHA and the ARMC and he hopes that it opens a future for not only the residents of the Alemany development, but for the City of San Francisco.

In addition, eight residents from public housing around the city will be traveling to Las Vegas, Nevada to attend the National Association of Resident Management Councils Meeting. Mr. Gilmore stated that he believes it will make the SFHA the best represented housing authority in the country. He also added that for the first time, the SFHA will be competing in the NARMAC Basketball Conference, being held in Las Vegas, Nevada. A team from Hunter's Point, who several weeks ago won a city-wide tournament, will represent not only the residents of public housing in San Francisco, but the City of San Francisco as well. Mr. Gilmore wished the Hunter's Point team good luck and hoped that they would return with a trophy.

Lastly, Mr. Gilmore stated that it was a special day because we would have the opportunity to honor someone who has committed his own life, time, expertise, and effort having served four years on the San Francisco Housing Authority Commission and also serving as the President of the Commission. Mr. Gilmore stated that a reception was being held for Father James E. Goode, immediately following the meeting and invited everyone to attend and pay special tribute to Father Goode at that time.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Debrenia Madison, Assistant Legal Counsel, stated that the report was submitted in writing.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, stated that she would decline to give a report; however, she would have one at the next meeting.

10. UNFINISHED BUSINESS:

David Gilmore stated that the contract proposal, tabled Resolution B (shown below), had been withdrawn by SAFE because there were contract requirements that SAFE was not prepared to meet.

> Resolution authorizing the Executive Director to negotiate and enter into a contract with San Francisco Safe for resident organizing services in an amount not to exceed $65,000.00

11. NEW BUSINESS:

(a) RESOLUTION 3930

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 CERTIFICATE AND VOUCHER FUNDING, AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on July 29, 1992, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for Housing Certificates and Vouchers; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on August 28, 1992. This short application period warrants immediate Board action; and

WHEREAS, the Authority desires to submit application for these funds and the authority to execute the Annual Contributions Contracts by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 Certificate and Voucher funding and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3930 and Commissioner Williams seconded the motion.

Resolution No. 3930 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 3931

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 CERTIFICATE FUNDING FOR THE FAMILY UNIFICATION PROGRAM, AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTION CONTRACT IF SUCH APPLICATION IS APPROVED

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on July 23, 1992, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for eighty (80) Section 8 certificates targeted specifically for the Family Unification Program; and

WHEREAS, the application must be received by HUD no later than 3:00 p.m., on September 8, 1992; and

WHEREAS, the Authority desires to submit the application for these funds and the authority to execute the Annual Contribution Contracts by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of application for Section 8 certificates for the Family Unification Program and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract if such application is approved.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3931 and Commissioner Drypolcher seconded the motion.

Resolution No. 3931 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3932

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) MEETING IN PORTLAND, MAINE ON AUGUST 31, 1992 THROUGH SEPTEMBER 1, 1992 AND AUTHORIZING THE EXECUTIVE DIRECTOR AND COMMISSION PRESIDENT TO ATTEND MEETINGS IN WASHINGTON, D.C. ON SEPTEMBER 2, 1992 THROUGH SEPTEMBER 3, 1992

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, the Council of Large Public Housing Authorities (CLPHA) is holding a meeting in Portland, Maine on August 31, 1992 through September 1, 1992; and

WHEREAS, the meeting will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned meeting is important and essential to the Authority's conduct; and

WHEREAS, it may be necessary for the Executive Director to confer with Legal Counsel and Congressional Representatives in Washington, D.C. on September 2, 1992 through September 3, 1992; and

WHEREAS, it may also be necessary for Commission President Robert Boileau to participate in the Washington, D.C. meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned CLPHA meeting on August 31, 1992 through September 1, 1992.

2. David Gilmore, Executive Director, is hereby authorized to travel to Washington, D.C. for meetings on September 2 through September 3, 1992.

3. Robert Boileau, Commission President, is hereby authorized to travel to Washington, D.C. for meetings on September 2 through September 3, 1992.

4. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

5. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Williams moved to adopt Resolution No. 3932 and Commissioner Chuck seconded the motion.

Resolution No. 3932 was adopted with Commissioner Boileau abstaining.

(d) RESOLUTION 3933

RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH McCORMACK BARON & ASSOCIATES, INC. FOR EVALUATING THE POTENTIAL OF REDEVELOPING HAYES VALLEY NORTH AND SOUTH PUBLIC HOUSING DEVELOPMENTS IN THE AMOUNT OF $150,000

WHEREAS, on May 15, 1992, the Authority advertised for proposals for evaluating the potential of redeveloping Hayes Valley North and South Public Housing Developments; and

WHEREAS, on May 29, 1992 two (2) proposals were received as follows:

Responding Firms

1. McCormack Baron & Associates, Inc.
2. Mendell Terrace Group, Inc.

WHEREAS, the Authority and Hayes Valley residents have evaluated the proposals and unanimously determined that McCormack Baron & Associates, Inc. is the respondent that can provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, all additional relevant documents submitted by the best qualified respondent have been reviewed and found to be in order; and

WHEREAS, the proposed contract amount is within the available funding budgeted in the Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is directed to execute a contract for said work with McCormack Baron & Associates, Inc. in the amount of $150,000, in compliance with the terms of the Procurement policy adopted by the Commission on June 13, 1991.

2 This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Williams moved to adopt Resolution No. 3933 and Commissioner Reen seconded the motion.

Resolution No. 3933 was adopted with Commissioner Reen and Commissioner Drypolcher abstaining.

(e) RESOLUTION 3934

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH MARTIN M. RON ASSOCIATES, INC., FOR A NOT TO EXCEED PRICE OF $10,000 FOR SERVICES TO PROVIDE A TOPOGRAPHIC SURVEY OF THE SITE FOR PHASE I OF THE SUNNYDALE HOUSING REHABILITATION EFFORT

WHEREAS, survey information is required to proceed with development of construction documents for the first phase of the rehabilitation of the Sunnydale development; and

WHEREAS, funding has been allocated in the Authority's CA-1-919 CIAP budget to proceed with this work; and

WHEREAS, a qualified surveying consultant is required to assist in this effort; and

WHEREAS, the Authority advertised for these services, reviewed the proposals submitted by four surveying firms and determined that Martin M. Ron Associates, Inc., is the most appropriate consultant to assist in this effort; and

WHEREAS, Martin M. Ron Associates, Inc., has proposed to provide these surveying services for a not to exceed price of $10,000; and

WHEREAS, these fees are within the funding available in the CA-1-919 CIAP budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Martin M. Ron Associates, Inc., for a not to exceed price of $10,000.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Williams moved to adopt Resolution No. 3934 and Commissioner Boileau seconded the motion.

Resolution No. 3934 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 3935

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE FLEET BODY REPAIR SERVICES IN AN AMOUNT NOT TO EXCEED $24,341.69 DURING THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority solicited price quotes (RFQ #024-92) for the repair of 22 maintenance and staff vehicles in the various districts throughout San Francisco; and

WHEREAS, the Authority received quotes for repair work from A.A. Quality Auto Reconstruction, California Fleet Works, and R & D Truck & Auto Body Shop; and

WHEREAS, A.A. Quality Auto Reconstruction, a minority-owned business enterprise, submitted the lowest price quote for 16 vehicle repairs ($15,595.80 cumulative total), and California Fleet Works, a minority and woman-owned business enterprise, submitted the lowest price quote for six vehicle repairs ($8,745.89 cumulative total); and

WHEREAS, in accordance with procurement regulations under 24 CFR, Part 85.36, the Authority should award purchase orders to A.A. Quality Auto Reconstruction and California Fleet Works for the fleet repairs identified by their quotes; and

WHEREAS, funding for the repair work has been approved as part of the Authority's revised operating budget for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the repair of 22 fleet vehicles by A.A. Quality Auto Reconstruction and California Fleet Works in an amount not to exceed $24,341.69, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Reen moved to adopt Resolution No. 3935 and Commissioner Williams seconded the motion.

Resolution No. 3935 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 3936

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE ALEMANY RESIDENT MANAGEMENT COUNCIL TO MAXIMIZE MANAGEMENT RESPONSIBILITIES AND TO EXPLORE HOMEOWNERSHIP OPPORTUNITIES

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse resident management, homeownership, and economic development opportunities at the public housing development; and

WHEREAS, the Alemany Resident Management Council is the duly elected representative group of the Alemany residents; and

WHEREAS, the residents of the Alemany Development and the San Francisco Housing Authority have written a Memorandum of Understanding that identifies responsibilities to engage the residents in resident management, explore homeownership and establish economic development at Alemany;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute the Memorandum of Understanding, attachment A, between San Francisco Housing Authority and Alemany Resident Management Council at 947 Ellsworth Street, under the conditions indicated in the Memorandum of Understanding toward the mutual goal Resident management.

2. The Executive Director is further authorized to take appropriate steps to execute the Memorandum of Understanding.

3. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3936 and Commissioner Lillian seconded the motion.

(Attachment A filed in Formal Minutes Book)

Resolution No. 3936 was UNANIMOUSLY ADOPTED.

Commissioner Drypolcher motioned to take a ten-minute recess and Commissioner Lillian seconded the motion.

The motion to recess for ten minutes was UNANIMOUS.

(h) RESOLUTION 3937

RESOLUTION COMMENDING COMMISSIONER
REV. FATHER JAMES E. GOODE, OFM
FOR SERVICES TO THE SAN FRANCISCO
HOUSING AUTHORITY

WHEREAS, Rev. Father James E. Goode, OFM, was appointed on June 27, 1988 by Mayor Art Agnos to serve as a Commissioner of the San Francisco Housing Authority; and

WHEREAS, during his tenure as Commissioner and as President of the Board of Commissioners, he faithfully and diligently discharged his duties; and

WHEREAS, Rev. Father James E. Goode, OFM, is a deeply caring, spiritual man and, as such, has always worked tirelessly on behalf of residents of public housing in San Francisco, as a Commissioner, Clergyman, community leader, and humanitarian; and

WHEREAS, Rev. Father James E. Goode, OFM, has earned the abiding respect and affection of the Commission and the residents of the Authority for his loyalty to the principles of public service.

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY deems it proper and fitting that it hereby extends to Rev. Father James E. Goode, OFM, its deepest appreciation for these valued services.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

08/27/92
Date

Commissioner Williams moved to adopt Resolution No. 3937 and Commissioner Lillian seconded the motion.

Resolution No. 3937 was UNANIMOUSLY ADOPTED.

Father Goode thanked everyone, especially the Commission for honoring him today. He said he deeply appreciates the tribute. He stated it was his pleasure to have served as Commissioner of the San Francisco Housing Authority and said he looks forward to continuing his journey in public service because that is his life. Father Goode also said he gives honor and glory to God and is truly grateful for this day.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 27, 1992 was adjourned at 5:30. The next regular meeting has been scheduled for September 10, 1992.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

Agenda

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September 3, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, September 10, 1992, at 440 Turk Street, San Francisco, California.

for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 10, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, September 10, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    Motion to finalize Resolution 3920 authorizing the Executive Director to Revise the 1988 Federal Preference Mandate of the San Francisco Housing Authority to a point allocation system.

11. NEW BUSINESS:

    (a) Resolution - Authorizing an increase in the contract with Kellco Services, Inc. for stand-by asbestos abatement consultant services in an amount not to exceed $15,000.00 during the remainder of Fiscal Year 1991-92.

(b) Resolution - Approving Superseding Part I and New Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF 618 and authorizing execution.

(c) Resolution - Approving amendment to Section 8 Housing Assistance Payments Contract No. SF 618 for Project No. CA39-0045-006 and authorizing its execution.

(d) Resolution - Authorizing an amendment to the contract between the San Francisco Housing Authority of the City and County of San Francisco and the Board of Administration of the Public Employees' Retirement System.

(e) Resolution - Approving the Memorandum of Understanding between the San Francisco Housing Authority and the Alice Griffith Tenants' Association to allow the residents at Alice Griffith to run the parking lot at Gilman and Fitch which will enhance economic development for residents.

12. ADJOURNMENT:

Carol Williams
for DAVID GILMORE
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, September 10, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 10, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:00 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

ABSENT: Reverend Harry Chuck, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to approve the Agenda and Commissioner Reen seconded the motion.

The Agenda of September 10, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Charles Amerson, Hayes Valley Development
Jan Allen, Clementina Towers Development
Jeri Maxwell, Valencia Gardens Development
Shirley Dorton, Sunnydale Development
Ron Lemmon, 430 Turk Street Development

Mr. Ron Lemmen, Housing Assistant at 430 Turk Street Development, and Ms. Jan Allen, a resident of Clemintina Towers, questioned the reason they were not permitted to attend the meeting held today at 1:00 p.m. at 440 Turk Street.

4. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of the meeting held August 27, 1992 and Commissioner Williams seconded the motion.

The minutes of the meeting held August 27, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

David Gilmore, Executive Director, stated that any general communications received were in the Commissioners' packets.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, stated that he wanted to respond to issues that were raised during the Visitor's testimony.

To make the public clear on the situation regarding Mr. Lemmen and Ms. Allen, Mr. Lemmen is an employee of the San Francisco Housing Authority (SFHA) and holds the title of Housing Assistant. Mr. Lemmen receives compensation from the SFHA in two forms: (1) cash compensation as part of his service and (2) residence in the apartment that he occupies, and does so solely in the context of his employment with the SFHA. Ms. Allen is a resident of Clementina Towers.

Earlier in the day at 1:00 p.m., Mr. Gilmore requested a meeting of the Public Housing Tenants' Association (PHTA) officers and elected officers of the various residents asssocications only. Therefore, Mr. Lemmen and Ms. Allen were not notified nor asked to attend this meeting. Only one SFHA employee, the Executive Director, was present.

Mr. Gilmore asked to read the following excerpt from a document called:

> "Draft Audit Findings on Audit of San Francisco Housing Authority, Region XIV, NOTICE USE RESTRICTED."

This document comes from the HUD Inspector General. He asked to read the following into the record:

> "This document consisting of the attached pages #124 to #133 is a draft of eight proposed audit findings of the Office of Inspector General for Audit of HUD. They are subject to revision, do not necessarily contain final conclusions, and are available only to the officials responsible for their review and comment. Recipients of this draft must not show or release its contents for any purpose other than for review and comment under any circumstances, they must safeguard it to prevent premature publication, or otherwise improper disclosure of the statements or information it contains."

Mr. Gilmore stated that the public must know that this document was published in spite of the embargo and Mr. Gilmore also stated that it is his feeling that the San Francisco Independent should reveal the names of the individuals who leaked the document. Also, Mr. Gilmore said that the SFHA attorney has written to the U.S. Inspector General demanding that an investigation be held to uncover the source of the leak. The SFHA had reason to disagree with most of the findings and does not represent in any measure

the actual conditions of public housing in this city or the performance of the SFHA. Mr. Gilmore also wanted everyone to know that there will be a public hearing on Monday, September 14, 1992, and he invited the citizens of San Francisco and particularly the citizens of public housing to attend this hearing. Mr. Gilmore noted that since he arrived in San Francisco, beginning with a five-year work plan, he has produced every six months a detailed report to the Commission, to the Mayor and to the public of San Francisco not only on achievements but on faults as well. Mr. Gilmore said we are halfway through the five-year work plan. He said he welcomes the opportunity to set the record straight and he will do what is necessary to accomplish this. The Inspector General's audit is now available, and anyone who is interested in the copy should contact his office.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, stated that the report was submitted in writing and requested an Executive Session to discuss Superior Court Case No. 934805, Campanella vs. San Francisco Housing Authority, pursuant to Government Code 54956.9a. She added that she submitted a confidential memorandum to the Commission regarding the Federal Preferences Mandate.

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, stated that at the August 27, 1992 Commission meeting she declined to give a report. She said that the PHTA meeting held on August 25, 1992 did not go well. She had invited a representative from the Social Security office to speak to and address tenants who would be affected by the state budget cuts. However, there were some disruptions at the meeting and eventually the speaker had to leave.

Ms. Mackey also mentioned that she received a copy of letter distributed to the Commission at the September 10, 1992 meeting and after reading the letter she feels that the contents of that letter were untrue.

Ms. Mackey reported that the National Association of Resident Management Councils Meeting held in Las Vegas was informative to the residents and the PHTA board members.

Ms. Mackey also stated that she called Mr. Gilmore once she saw the article in the newspaper and asked meet with him to discuss matters further.

10. UNFINISHED BUSINESS:

RESOLUTION NO. 3920

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 1988 FEDERAL PREFERENCE MANDATE OF THE SAN FRANCISCO HOUSING AUTHORITY TO A POINT ALLOCATION SYSTEM

WHEREAS, the U.S. Housing Act of 1937 ("the Act") mandates that a public housing agency ("PHA") applies federal preferences in its admission procedures to families who are involuntarily displaced, living in substandard housing or paying more than 50 percent of their income for rent; and

WHEREAS, the Act allows a PHA to rank these preferences in a priority that meets the needs of the agency; and

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco ("SFHA") adopted the federal preferences on July 14, 1988 by Resolution No. 3208 without a ranking of priority; and

WHEREAS, the needs of SFHA in administering its waiting list are such that a ranking of the preferences is desirable and will allow SFHA to house those persons most in need of housing as first priority; and

WHEREAS, after careful analysis and study of the waiting list and trends in housing, staff has prepared a revision of the federal preference policy statement which provided for ranking of the federal preferences based upon priority and a point allocation system based upon this ranking; and

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") has approved the Authority's revision of the federal preference mandate into a point allocation system giving families with greatest need the highest priority; and

WHEREAS, the SFHA's Policies Governing Tenant Admission and Continued Occupancy and the Administrative Plan will be revised to reflect the point allocation system of the federal preference mandate; and

WHEREAS, upon approval of the revision, families and individuals on the preexisting Public Housing and Section 8 waiting list will be notified of the revision and all new applicants will be integrated into the preexisting waiting list which reflects the new point allocation system; and

WHEREAS, an emergency point allocation will be given to special applicants in matters of life and death in accordance with the 10% Exception Rule;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Federal Preference Policy Statement attached at Exhibit A is hereby adopted.

2. The Executive Director/Secretary is authorized to amend the SFHA's Policy Governing Tenant Admission and Continued Occupancy and the SFHA's Administrative Plan to reflect the new federal policy statement.

3. This resolution is provisionally effective subject to a 30 day comment period, after which time it will become final.

APPROVED AS TO FORM:

/s/Geraldine L. Chavis
Legal Counsel

09/10/92
Date

Commissioner Drypolcher motioned to finalize Resolution 3920, which was adopted at the August 27, 1992 meeting, authorizing the Executive Director to Revise the 1988 Federal Preference Mandate of the San Francisco Housing Authority to a point allocation system and Commissioner Reen seconded the motion.

The motion to finalize Resolution 3920 was adopted with the following vote:

Commissioner Boileau	abstaining
Commissioner Shaw	opposing
Commissioner Drypolcher	yeah
Commissioner Reen	yeah
Commissioner Williams	yeah

(Exhibit A is filed in formal minute book)

11. NEW BUSINESS:

(a) RESOLUTION 3938

RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT WITH KELLCO SERVICES, INC. FOR STAND-BY ASBESTOS ABATEMENT CONSULTANT SERVICES IN AN AMOUNT NOT TO EXCEED $15,000.00 DURING THE REMAINDER OF FISCAL YEAR 1991-92

WHEREAS, the Authority entered into a contract with Kellco Services, Inc., for asbestos abatement consultant services on an as-needed basis; and

WHEREAS, in accordance with the aforementioned contract, the Authority requested Kellco Services to inspect 1652 and 1654 Sunnydale Avenue for possible asbestos contamination underneath the buildings at these addresses and to develop specifications for, and assist in the supervision of, decontamination efforts if so warranted; and

WHEREAS, Kellco Services performed the inspection and found friable asbestos containing materials and developed a cost estimate for developing a work plan for, and providing supervision of, its removal; and

WHEREAS, the cost estimate of $16,075.00 is in excess of the allowable expenditure under the stand-by contract, and therefore, an increase in the contract amount is required to cover this cost; and

WHEREAS, funding for said services is available as part of the Comprehensive Improvement Assistance Program (CIAP) grant for fiscal year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the contract with Kellco Services for as-needed asbestos abatement consultant services in an amount not to exceed $15,000.00 during the remainder of the current fiscal year, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/10/92
Date

Commissioner Williams moved to adopt Resolution No. 3938 and Commissioner Reen seconded the motion.

Resolution No. 3938 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 3939

RESOLUTION APPROVING SUPERSEDING PART I AND NEW PART II OF SECTION 8 HOUSING CERTIFICATE PROGRAM ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA" entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975 as amended, with the United States of America ("Government").

The Section 8 ACC must now be revised so that it will consist of the following counterparts:

a. Superseding Part I of the ACC, HUD 52520B (August 1988), applicable to the Section 8 Existing Housing Certificate Program.

b. New Part II of the ACC, HUD 52520E (January 1990), applicable to Section 8 Existing Housing Certificate Program and Section Existing Housing Voucher Program.

NOW, THEREFORE, BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The SUPERSEDING Part I Section 8 ACC and the New Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/10/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3939 and Commissioner Lillian seconded the motion.

Resolution No. 3939 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3940

RESOLUTION APPROVING AMENDMENT TO SECTION 8
HOUSING ASSISTANCE PAYMENTS CONTRACT NO. SF-618
FOR PROJECT NO. CA39-0045-006 AND
AUTHORIZING ITS EXECUTION

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on August 25, 1992, the Department of Housing and Urban Development (HUD) submitted an Amendment to the Master Section 8 Annual Contributions Contract SF-618 for Project Number CA39-0045-006 (Mercy Terrace Apartments). The revised Amendment provides for new contract authority in the amount of $1,976,000 and new budget authority in the amount of $36,542,076;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF SAN FRANCISCO OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the Amendment and forward the executed documents to HUD.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/10/92
Date

Commissioner Lillian moved to adopt Resolution No. 3940 and Commissioner Williams seconded the motion.

Resolution No. 3940 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3941

RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT
BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY
OF THE CITY AND COUNTY OF SAN FRANCISCO AND
THE BOARD OF ADMINISTRATION OF THE
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

WHEREAS, the BOARD OF ADMINISTRATION of the PUBLIC EMPLOYEES' RETIREMENT SYSTEM and the Commission of the San Francisco Housing Authority entered into a contract effective on March 1, 1961, providing for the participation of said San Francisco Housing Authority in the Public Employees' Retirement System; and

WHEREAS, it is now desirable to take advantage of certain benefits provided under said Retirement System and not included in said contract;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF SAN FRANCISCO OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That said Commission authorized, and it does hereby authorize, and amendment to said contract, a copy of said amendment being attached hereto marked Exhibit and by such reference made a part hereof as though herein set out in full.

2. That the presiding officer of said Commission be and presiding officer is hereby authorized, empowered and director to execute said amendment for and on behalf of said Housing Authority.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/10/92
Date

Commissioner Williams moved to adopt Resolution No. 3941 and Commissioner Lillian seconded the motion.

Resolution No. 3941 was UNANIMOUSLY ADOPTED.

(Exhibit filed in formal minute book)

(e) RESOLUTION 3942

RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND ALICE GRIFFITH TENANTS' ASSOCIATION TO ALLOW THE RESIDENTS AT ALICE GRIFFITH TO RUN THE PARKING LOT AT GILMAN AND FITCH WHICH WILL ENHANCE ECONOMIC DEVELOPMENTS FOR RESIDENTS

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the Alice Griffith Tenants' Association is the duly elected representative group of the Alice Griffith Tenants' Association; and

WHEREAS, the residents of Alice Griffith and the San Francisco Housing Authority have written a Memorandum of Understanding that allows the residents to hold the lease to the lot on Gilman and Fitch and hire a parking consultant to manage the parking lot and train the residents in parking management;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF SAN FRANCISCO OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The Executive Director to execute the Memorandum of Understanding, Attachment A, between the San Francisco Housing Authority and Alice Griffith Tenants' Association at 10 Cameron Way, under the conditions indicated in the Memorandum of Understanding toward the mutual goal of economic development for residents.

2. The Executive Director is further authorized to take appropriate steps to implement the Memorandum of Understanding.

3. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/10/92
Date

Commissioner Williams moved to adopt Resolution No. 3942 and Commissioner Reen seconded the motion.

Resolution No. 3942 was UNANIMOUSLY ADOPTED.

(Attachment A filed in formal minute book)

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of September 10, 1992 was adjourned at 5:45 p.m. The next regular meeting has been scheduled for September 24, 1992.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 24, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, September 24, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) CONSENT CALENDAR — All matters listed hereunder constitute a Consent Calendar, are considered to be routine and will be acted upon by a single vote of the Commission. There will be no separate discussion of these items unless a member of the Commission so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item after action on the consent calendar has been completed.

(a1) Resolution - Authorizing the Executive Director to procure utility related services from California Energy Investment Corporation ($79,250.00), Golden Gate Disposal and Sunset Scavenger ($1,300,000.00), Pacific Conservation Service Company ($51,000.00), Pacific Gas & Electric Company ($5,477,670.00), Sanitary Fill Company ($140,000.00), and San Francisco Water Department ($3,860,670.00) for Fiscal Year 1992-93.

(a2) Resolution - Authorizing the Executive Director to procure postal services from the United States Postal Service ($25,000.00) and RMRS Systems ($50,000.00) Fiscal Year 1992-93.

(a3) Resolution - Authorizing the Executive Director to procure telephone services from A.T.&T. ($30,000.00) and Pacific Bell ($220,500.00) for Fiscal Year 1992-93.

(a4) Resolution - Authorizing the Executive Director to procure eviction services from the San Francisco Sheriff Department ($15,000.00) for Fiscal Year 1992-93.

(a5) Resolution - Authorizing the Executive Director to procure health-related services from the Public Employees' Retirement System ($900,000.00), Delta Dental Plan ($145,000.00), and Department of Public Health ($15,000.00) for Fiscal Year 1992-93.

(a6) Resolution - Authorizing the Executive Director to procure gasoline and lubricants from the City and County of San Francisco ($100,000.00) for Fiscal Year 1992-93.

(a7) Resolution - Authorizing the Executive Director to provide funding for a contract with Bank of America ($105,000.00) during Fiscal Year 1992-93.

(a8) Resolution - Authorizing the Executive Director to provide funding for a contract with Bay Area Mechanical & Engineering and Demakas Plumbing & Heating ($50,000.00) during Fiscal Year 1992-92.

(a9) Resolution - Authorizing the Executive Director to provide funding for a contract with Bell Atlantic Business Systems ($24,000.00) during Fiscal Year 1992-93.

(a10) Resolution - Authorizing the Executive Director to provide funding for a contract with Boise Cascade ($75,000.00) during Fiscal Year 1992-93.

(a11) Resolution - Authorizing the Executive Director to provide funding for a contract with Frigidaire ($320,000.00) during Fiscal Year 1992-93.

(a12) Resolution - Authorizing the Executive Director to provide funding for a contract with Guarantee Mutual Life Company ($45,000.00) during Fiscal Year 1992-93.

(a13) Resolution - Authorizing the Executive Director to provide funding for a contract with Millar Elevator Company ($100,000.00) during Fiscal Year 1992-93.

(a14) Resolution - Resolution authorizing the Executive Director to provide funding for a contract with Milton F. Reiterman ($70,000.00) during Fiscal Year 1992-93.

(a15) Resolution - Authorizing the Executive Director to provide funding for a contract with Oz Movers ($45,000.00) during Fiscal Year 1992-93.

(a16) Resolution - Authorizing the Executive Director to provide funding for a contract with Savin Corp. ($20,000.00) and Xerox Corporation ($30,000.00) during Fiscal Year 1992-93.

(a17) Resolution - Authorizing the Executive Director to provide funding for a contract with Service Employees Union Local 14 ($52,300.00) during Fiscal Year 1992-93.

(a18) Resolution - Authorizing the Executive Director to provide funding for a contract with Transocean Funding, Inc. ($172,000.00) during Fiscal Year 1992-93.

(b) Resolution - Authorizing the Executive Director to execute a purchase order for the procurement of door locks and key blanks from Acme Security Systems in an amount not to exceed $57,250.00.

(c) Resolution - Authorizing the Executive Director to execute a purchase order for the procurement of floor tile from Continental Flooring Company in an amount not to exceed $79,500.00.

(d) Resolution - Approving write-off of Vacated Tenant Accounts Receivable in the amount of $37,555.33 for the quarter ending September 30, 1992.

(e) Resolution - Authorizing the Executive Director to reimburse the San Francisco Department of Public Health in the amount of $120,926.47 for the removal of lead contaminated soil from the Alemany Development, CAL 1-16.

(f) Resolution - Authorizing the Executive Director to increase the encumbrance for Sunset Scavenger ($27,000.00), Golden Gate Disposal ($29,000.00), San Francisco Water Department ($895,820.00), and Budget Rent-A-Car ($4,500.00) during Fiscal Year 1991-92.

(g) Resolution - Authorizing the Executive Director to negotiate and enter into contracts with Blue Print Services and Ford Graphics for reprographic services in an amount not to exceed $40,000.00 during Fiscal Year 1992-93.

(h) Resolution - Authorizing the Executive Director to execute an amendment to the structural engineering contract with T.Y. Lin International for a not to exceed amount of $19,880 to address emergency structural problems to six stairways at the Hayes Valley Development, CAL 1-18(7).

(i) Resolution - Authorizing the Executive Director to enter into a contract with Bluewater Environmental Services for the removal of existing asbestos containing roofing materials at Alemany and the re-roofing of these buildings in the amount of $93,900.00.

(j) Resolution - Authorizing Carlene Williams, Commissioner, to attend the Bi-Annual Conference of the National Tenants' Organization in Fort Lauderdale, Florida, on October 15, 1992 through October 19, 1992.

(k) Resolution - Approving Amendment to Section 8 Housing Assistance Payments Contract for Project No. CA39-0045-008 and authorizing its execution.

(l) Resolution - Authorizing the Executive Director to enter into a contract amendment with Kellco Services Inc. in the not to exceed amount of $16,500 for monitoring the removal and disposal of asbestos containing roofing for materials for ten buildings at the Alemany housing development.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

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9/24/92

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, September 24, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 24, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:02 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

ABSENT: Reverend Harry Chuck, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Boileau motioned to amend the Agenda by removing Resolution I and Commissioner Drypolcher seconded the motion.

Commissioner Reen moved to approve the Agenda, as amended, and Commissioner Williams seconded the motion.

The Agenda of September 24, 1992, as amended, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Vera Kennedy, Hunter's View Development
Jan Allen, Clementina Development
Romania Bell, Hunter's View Development
Tiki Hadley, Alemany Development

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to approve the minutes of the meeting held on September 10, 1992 and Commissioner Williams seconded the motion.

The minutes of the meeting held September 10, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, in reference to Tiki Hadley's testimony, expressed to the Commission and the public how remarkable he finds it that the SFHA can be on the one hand castigated for "anti-resident management" and on the other hand also be castigated for attempting to be as broad-based in the SFHA's approach to resident management.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, stated that the report was submitted in writing and she requested an Executive Session to discuss Superior Court Cases Nos. 935053 and 940422, Dow Builders vs. San Francisco Housing Authority, pursuant to Government Code 54956.9(a).

9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, stated that on September 17, 1992 she requested that Paula Jackson accompany her while inspecting three sites. Ms. Mackey said she was not pleased with the inspections, and would submit a written report with her recommendations.

Ms. Mackey said that she was concerned with the level of communication between the SFHA and the residents and she hoped that the SFHA would try to improve its communication with residents.

Ms. Mackey reported that no one from the PHTA attended the National Assocation of Housing and Redevelopment Officials (NAHRO) Conference, expect for Christine Neal, who paid the fees herself.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a1) RESOLUTION 3943

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE UTILITY RELATED SERVICES FROM CALIFORNIA ENERGY INVESTMENT CORPORATION ($79,250.00), GOLDEN GATE DISPOSAL AND SUNSET SCAVENGER ($1,300,000.00), PACIFIC CONSERVATION SERVICE COMPANY ($51,000.00), PACIFIC GAS & ELECTRIC COMPANY ($5,477,670.00), SANITARY FILL COMPANY ($140,000.00), AND SAN FRANCISCO WATER DEPARTMENT ($3,860,670.00) FOR FISCAL YEAR 1992-93

WHEREAS, the Authority procures required and necessary utility related services from the following vendors:

- California Energy Investment Corporation (solar panels)
- Golden Gate Disposal and Sunset Scavenger Co. (garbage removal)
- Pacific Conservation Service Company (ZIP loan payments on energy conservation)
- Pacific Gas & Electric Company
- Sanitary Fill Company (garbage disposal site)
- San Francisco Water Department; and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to procure the utility related services of the following vendors in the not to exceed amounts specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - California Energy Investment Corporation - ($79,250.00)
   - Golden Gate Disposal and Sunset Scavenger Co. - ($1,300,000.00)
   - Pacific Conservation Service Company - ($51,000.00)
   - Pacific Gas & Electric Company - ($5,477,670.00)
   - Sanitary Fill Company - ($140,000.00)
   - San Francisco Water Department - ($3,860,670.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3943 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a2) RESOLUTION 3944

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE POSTAL SERVICES FROM THE UNITED STATES POSTAL SERVICE ($25,000.00) AND RMRS SYSTEMS ($50,000.00) FOR FISCAL YEAR 1992-93

WHEREAS, the Authority procures required and necessary postal services from the following vendors:

- United States Postal Service (bulk mailing)
- RMRS Systems (postage meter); and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to procure the postal services of the following vendors in the not to exceed amounts specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - United States Postal Service - ($25,000.00)
   - RMRS Systems - ($50,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3944 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a3) RESOLUTION 3945

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE TELEPHONE SERVICES FROM A.T.& T. ($30,000.00) AND PACIFIC BELL ($220,500.00) FOR FISCAL YEAR 1992-93

WHEREAS, the Authority procures required and necessary telephone related services from the following vendors:

- A.T.& T. (long distance carrier)
- Pacific Bell (local carrier and Centrex system maintenance); and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to procure the telephone related services of the following vendors in the not to exceed amounts specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - A.T.& T. - ($30,000.00)
   - Pacific Bell - ($220,500.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3945 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a4) RESOLUTION 3946

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE EVICTION SERVICES FROM THE SAN FRANCISCO SHERIFF DEPARTMENT ($15,000.00) FOR FISCAL YEAR 1992-93

WHEREAS, the Authority procures required and necessary eviction services from the San Francisco Sheriff Department to comply with legal eviction proceedings; and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to procure the eviction related services of the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - San Francisco Sheriff Department - ($15,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3946 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a5) RESOLUTION 3947

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE HEALTH RELATED SERVICES FROM THE PUBLIC EMPLOYEES RETIREMENT SYSTEM ($900,000.00), DELTA DENTAL PLAN ($145,000.00), AND DEPARTMENT OF PUBLIC HEALTH ($15,000.00) FOR FISCAL YEAR 1992-93

WHEREAS, the Authority procures required and necessary health related services from the following vendors:

- Public Employees Retirement System (PERS, medical and retirement benefits)
- Delta Dental Plan (dental care benefits)
- Department of Public Health (hazardous material permit fees and disposal services); and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to procure the health related services of the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - Public Employees Retirement System - ($900,000.00)
   - Delta Dental Plan - ($145,000.00)
   - Department of Public Health - ($15,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3947 and Commissioner Shaw seconded the motion.

Resolution No. 3947 was UNANIMOUSLY ADOPTED.

(a6) RESOLUTION 3948

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROCURE GASOLINE AND LUBRICANTS FROM THE CITY AND COUNTY OF SAN FRANCISCO ($100,000.00) FOR FISCAL YEAR 1992-93

WHEREAS, the Authority procures gasoline and lubricants for its vehicles from the City and County of San Francisco; and

WHEREAS, funding for the services detailed above is available as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to procure gasoline and lubricants for Authority vehicles from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - City and County of San Francisco - ($100,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3948 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a7) RESOLUTION 3949

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH BANK OF AMERICA ($105,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Bank of America for banking services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3799, adopted on May 14, 1992; and

WHEREAS, the services provided, including that of payroll processing and fiscal agent, are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Bank of America - ($105,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3949 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a8) RESOLUTION 3950

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH BAY AREA MECHANICAL & ENGINEERING AND DEMAKAS PLUMBING & HEATING ($50,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded contracts to Bay Area Mechanical & Engineering and Demakas Plumbing & Heating for boiler maintenance work and plumbing support services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3776, adopted on March 26, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractors named above have performed or provided services in an acceptable manner, and the request for funding of the contracts for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Bay Area Mechanical & Engineering - {$50,000.00}
   - Demakas Heating & Plumbing -

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3950 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a9) RESOLUTION 3951

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH BELL ATLANTIC BUSINESS SYSTEMS ($24,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority awarded a contract to Bell Atlantic Business Systems for System 38 hardware support services through General Services Administration (GSA) Schedule GS00K91AGS5796; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3728, adopted on December 12, 1991; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year, under GSA contract number GS00K93AGS5582, is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Bell Atlantic Business Systems - ($24,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3951 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a10) RESOLUTION 3952

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH BOISE CASCADE ($75,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority awarded a contract to Boise Cascade office supplies through The City and County of San Francisco contract number 96700; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3711, adopted on November 14, 1991; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

    - Boise Cascade - ($75,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3952 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a11) RESOLUTION 3953

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH FRIGIDAIRE ($320,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for bids in full and open competition, and awarded a contract to Frigidaire for the procurement of stoves and refrigerators, and their replacement parts; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3748, adopted on February 13, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Frigidaire - ($320,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3953 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a12) RESOLUTION 3954

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH GUARANTEE MUTUAL LIFE COMPANY ($45,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Guarantee Mutual Life Company for group life insurance coverage; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3808, adopted on June 11, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Guarantee Mutual Life Company - ($45,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Shaw moved to adopt Resolution No. 3954 and Commissioner Williams seconded the motion.

Resolution No. 3954 was UNANIMOUSLY ADOPTED.

(a13) RESOLUTION 3955

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH MILLAR ELEVATOR COMPANY ($100,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Millar Elevator Company for elevator maintenance services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3358, adopted on October 2, 1989; and

WHEREAS, the Authority has conducted a new solicitation for these services, but it is estimated that it will not award a new contract until January 1, 1993; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the first quarter of the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Millar Elevator Company - ($100,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Resolution No. 3955 was adopted with following vote:

Aye Vote: Commissioner Boileau
Commissioner Drypolcher
Commissioner Reen
Commissioner Williams

Abstained: Commissioner Lillian
Commissioner Shaw

(a14) RESOLUTION 3956

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH MILTON F. REITERMAN ($70,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Milton F. Reiterman for labor relations consulting services; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3918, adopted on July 9, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Milton F. Reiterman - ($70,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3956 and Commissioner Reen seconded the motion.

Resolution No. 3956 was UNANIMOUSLY ADOPTED.

(a15) RESOLUTION 3957

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH OZ MOVERS ($45,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for proposals in full and open competition, and awarded a contract to Oz Movers for moving and storage services for evictions; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3720, adopted on November 14, 1991; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Oz Movers - ($45,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3957 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a16) RESOLUTION 3958

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH SAVIN CORP. ($20,000.00) AND XEROX CORPORATION ($30,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for bids in full and open competition, and awarded contracts to Savin Corp. and Xerox Corporation for the 36 month lease of photocopiers; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3567, adopted on November 8, 1990; and

WHEREAS, the services provided, including the supplies and maintenance for the leased equipment, are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractors named above have performed or provided services in an acceptable manner, and the request for funding of the contracts for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Savin Corp. - ($20,000.00)
   - Xerox Corporation - ($30,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3958 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a17) RESOLUTION 3959

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH SERVICE EMPLOYEES UNION LOCAL 14 ($52,300.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority entered into an agreement with Service Employees Union Local 14 for the 60 month lease of office space at 241-243 Golden Gate Avenue and the provision of security guard services during normal business hours therewith; and

WHEREAS, the Commission approved the lease agreement pursuant to Resolution number 3540, adopted on October 18, 1990 and an amendment to include the security guard services pursuant to Resolution number 3678, adopted on August 22, 1991; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contracts for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget and Section 8 administrative fees for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Service Employees Union Local 14 - ($52,300.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3959 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(a18) RESOLUTION 3960

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE FUNDING FOR A CONTRACT WITH TRANSOCEAN FUNDING, INC. ($172,000.00) DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for bids in full and open competition, and awarded a contract to Transocean Funding, Inc. for the procurement of sedans and maintenance vehicles under a 36 month lease plan; and

WHEREAS, the Commission approved the contract award pursuant to Resolution number 3801, adopted on May 14, 1992; and

WHEREAS, the services provided are of a necessary and vital nature, and would present significant operating difficulties for the Authority if funding is not approved as requested herein; and

WHEREAS, the contractor named above has performed or provided services in an acceptable manner, and the request for funding of the contract for the new fiscal year is in accordance with the Authority's procurement policy; and

WHEREAS, funding for services described herein is available as part of the Authority's operating budget, Drug Elimination Program grant, and CIAP grant for fiscal year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to provide funding for the services described above from the following vendor(s) in the not to exceed amount(s) specified herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

   - Transocean Funding, Inc. - ($172,000.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Lillian moved to adopt Resolution No. 3960 and Commissioner Shaw seconded the motion with Commissioner Williams abstaining.

(b) RESOLUTION 3961

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF DOOR LOCKS AND KEY BLANKS FROM ACME SECURITY SYSTEMS IN AN AMOUNT NOT TO EXCEED $57,250.00

WHEREAS, The Authority solicited and received bids for door locks and key blanks pursuant to its bid, number 023-92; and

WHEREAS, bids were received from Acme Security Systems, R & H Wholesale Supply, Inc., California Builders Hardware Company, Portola Hardware, Wilco Supply, Mainline Security and Fox Hardware for various door locks and key blanks; and

WHEREAS, Acme Security Systems was determinded to be the apparent lowest, responsive, responsible bidder for all the door locks and key blanks bid, and in accordance with procurement regulations under 24 CFR, Part 85.36, should be awarded the bid; and

WHEREAS, funding for the procurement of door locks and key blanks has been approved as part of the Authority's operating budget for fiscal year 1992-93 with additional funding available through CIAP;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of door locks and key blanks from Acme Security Systems in an amount not to exceed $57,250.00, except through provisions of the procurement policy by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Shaw moved to adopt Resolution No. 3961 and Commissioner Drypolcher seconded the motion.

Resolution No. 3961 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3962

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF FLOOR TILE FROM CONTINENTAL FLOORING COMPANY IN AN AMOUNT NOT TO EXCEED $79,500.00

WHEREAS, The Authority solicited and received bids for floor tile pursuant to its bid, number 022-92; and

WHEREAS, bids were received from Continental Flooring Company, Floor Craft, and Armstrong Carpet & Linoleum Company, Inc. with Continental Flooring Company being the lowest, responsive, reponsible bidder; and

WHEREAS, funding for the procurement of floor tile has been approved as part of the Authority's operating budget for fiscal year 1992-93 with additional funding available through CIAP;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for the procurement of floor tile from Continental Flooring Company in an amount not to exceed $79,500.00, except through provisions of the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3962 and Commissioner Williams seconded the motion.

Resolution No. 3962 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3963

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE IN THE AMOUNT OF $37,555.33 FOR THE QUARTER ENDING SEPTEMBER 30, 1992

WHEREAS, HUD Handbook 7511.1 Chapter 11, Section 1, details procedures relative to the write-off of Tenant Accounts Receivable and the San Francisco Housing Authority has complied with these procedures; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the fourth quarter of Fiscal Year 1991-1992 Debit Balances of $37,555.33.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Williams moved to adopt Resolution No. 3963 and Commissioner Drypolcher seconded the motion.

Resolution No. 3963 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 3964

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REIMBURSE THE SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH IN THE AMOUNT OF $120,926.47 FOR THE REMOVAL OF LEAD CONTAMINATED SOIL FROM THE ALEMANY DEVELOPMENT, CAL 1-16

WHEREAS, on February 28, 1992 final testing results were provided by the Authority's lead consultant, Environmental Science and Engineering, on the presence of lead in the soil at Alemany, CAL 1-16; and

WHEREAS, based on the recommendations from the consultant and the San Francisco Department of Public Health, specifications were developed to safely remove soil from areas with unacceptably high levels of lead; and

WHEREAS, the San Francisco Department of Public Health offered, as part of an existing agreement with the Authority, to arrange for the removal of this soil on a reimbursable basis as the quickest way to address this health issue at Alemany; and

WHEREAS, the San Francisco Department of Public Health was authorized to proceed with the soil removal, and

WHEREAS, the soil removal effort has now been completed; and

WHEREAS, the San Francisco Department of Public Health has now provided documentation that the final cost of this effort is $120,926.47; and

WHEREAS, sufficient funding for this work has been budgeted in the CA-1-918 Comprehensive Improvement Assistance Program Budget.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. That the Executive Director is authorized to reimburse the San Francisco Department of Public Health in the amount of $120,926.47 for the removal of lead contaminated soil at Alemany, CAL 1-16.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Williams moved to adopt Resolution No. 3964 and Commissioner Reen seconded the motion with Commissioner Boileau opposing.

(f) RESOLUTION 3965

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INCREASE THE ENCUMBRANCE FOR SUNSET SCAVENGER ($27,000.00), GOLDEN GATE DISPOSAL ($29,000.00), SAN FRANCISCO WATER DEPARTMENT ($895,820.00), AND BUDGET RENT-A-CAR ($4,500.00) DURING FISCAL YEAR 1991-92

WHEREAS, the Commission approved estimated expenditures for Sunset Scavenger, Golden Gate Disposal, and San Francisco Water Department during Fiscal Year 1991-92; and

WHEREAS, the cost estimates for the services provided by Sunset Scavenger, Golden Gate Disposal, and San Francisco Water Department were exceeded and require additional funding to pay for services rendered; and

WHEREAS, the Authority temporarily leased ten maintenance vehicles from Budget Rent-A-Car for additional maintenance staff hired as part of a special program to repair some of the agency's dwelling units during the last quarter of Fiscal Year 1991-92; and

WHEREAS, the Authority incurred higher than estimated rental costs for the special repair program due to the late arrival of vehicles procured pursuant to a previously approved resolution; and

WHEREAS, funding for the increased encumbrances requested herein is available as part of the Authority's operating budget revision #2 for Fiscal Year 1991-92;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to increase the encumbrance for the following vendors in not to exceed amounts stated herein, except as provided for under the procurement policy adopted by the Commission on June 13, 1991:

   - Sunset Scavenger - ($27,000.00)
   - Golden Gate Disposal - ($29,000.00)
   - San Francisco Water Department - ($895,820.00)
   - Budget Rent-A-Car - ($4,500.00)

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3965 and Commissioner Lillian seconded the motion.

Resolution No. 3965 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 3966

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO CONTRACTS WITH BLUE PRINT SERVICES AND FORD GRAPHICS FOR REPROGRAPHIC SERVICES IN AN AMOUNT NOT TO EXCEED $40,000.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited proposals, in full and open competition, for reprographic services on an as-needed basis for architectural, engineering, and construction related projects; and

WHEREAS, the Authority received responses from Blue Print Services, Creative Communications, Ford Graphics, Nolte & Associates, and Studio Blue Reprographics in a timely and responsive manner; and

WHEREAS, the Authority selected Blue Print Services and Ford Graphics as the respondents that can provide the required services in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, funding for the services described herein is available as part of the Authority's operating budget and CIAP grant for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into contracts with Blue Print Services and Ford Graphics in an amount not to exceed $40,000.00 during Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Shaw moved to adopt Resolution No. 3966 and Commissioner Drypolcher seconded the motion.

Resolution No. 3966 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION 3967

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT TO THE STRUCTURAL ENGINEERING CONTRACT WITH T.Y. LIN INTERNATIONAL FOR A NOT TO EXCEED AMOUNT OF $19,880 TO ADDRESS EMERGENCY STRUCTURAL PROBLEMS TO SIX STAIRWAYS AT THE HAYES VALLEY DEVELOPMENT, CAL 1-18(7)

WHEREAS, the Authority has executed a contract per Commission Resolution No. 3657, with T. Y. Lin International to provide structural engineering services for the Authority; and

WHEREAS, a very serious structural problem has been identified at six stairways at the Hayes Valley development, CAL 1-18(7); and

WHEREAS, correction of this problem will require the services of a structural engineer on an emergency basis; and

WHEREAS, T. Y. Lin International has proposed to engineer the removal and replacement of these six stairways at Hayes Valley for a not to exceed price of $19,880.00; and

WHEREAS, this proposal has been reviewed by staff and found to be reasonable for the work involved, and therefore, it is recommended that the current contract with T. Y. Lin International be amended to include the proposed emergency work; and

WHEREAS, emergency funding for this effort has been requested from HUD's Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to execute a contract amendment with T.Y. Lin International for the not-to-exceed amount of $19,880 to engineer the replacement of six stairways at Hayes Valley, CAL 1-18(7).

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

The motion to adopt Resolution No. 3967 by the following vote:

Aye Vote: Commissioner Boileau
Commissioner Reen
Commissioner Shaw

No Vote: Commissioner Drypolcher

Abstained: Commissioner Lillian
Commissioner Williams

Commissioner Reen motioned to reconsider the vote and Commissioner Shaw seconded the motion.

The motion to reconsider the vote was UNANIMOUS.

The reconsidered vote to adopt Resolution No. 3967 was as follows:

Aye Vote: Commissioner Boileau
Commissioner Lillian
Commissioner Reen
Commissioner Williams
Commissioner Shaw

No Vote: Commissioner Drypolcher

(j) RESOLUTION 3968

RESOLUTION AUTHORIZING CARLENE WILLIAMS, COMMISSIONER, TO ATTEND THE BI-ANNUAL CONFERENCE OF THE NATIONAL TENANTS' ORGANIZATION IN FORT LAUDERDALE, FLORIDA, ON OCTOBER 15, 1992 THROUGH OCTOBER 19, 1992

WHEREAS, the National Tenants' Organization is holding its Bi-Annual Conference in Fort Lauderdale, Florida, on October 15, 1992 through October 19, 1992; and

WHEREAS, the meetings in Fort Lauderdale, Florida will discuss: "Public Housing Authorities - Tenant Cooperation and Action"; and

WHEREAS, the meetings will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of Carlene Williams, San Francisco Housing Authority Commissioner and resident of public housing, is essential to the conduct of its low-rent operations; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Commissioner, Carlene Williams, is hereby authorized to attend the aforementioned Bi-Annual Conference of the National Tenants' Organization in Fort Lauderdale, Florida on October 15, 1992 through October 19, 1992.

2. Travel time, expense and per diem, be allowed in conformance with the Travel Policy of this Authority.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Reen moved to adopt Resolution No. 3968 and Commissioner Drypolcher seconded the motion with Commissioner Williams abstaining.

(k) RESOLUTION 3969

RESOLUTION APPROVING AMENDMENT TO
SECTION 8 HOUSING ASSISTANCE PAYMENTS CONTRACT FOR PROJECT
NO. CA39-0045-008 AND AUTHORIZING ITS EXECUTION

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on September 4, 1992, the Department of Housing and Urban Development (HUD) submitted an Amendment to the Section 8 Annual Contributions Contract for Project Number CA39-0045-008 (Wharf Plaza II). The revised Amendment provides for additional contract authority in the amount of $327,000 and additional budget authority in the amount of $981,000.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the Amendment and forward the executed documents to HUD.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Williams moved to adopt Resolution No. 3969 and Commissioner Drypolcher seconded the motion.

Resolution No. 3969 was UNANIMOUSLY ADOPTED.

(1) RESOLUTION 3970

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH KELLCO SERVICES INC. IN THE AMOUNT OF $16,500 FOR MONITORING THE REMOVAL AND DISPOSAL OF ASBESTOS CONTAINING ROOFING MATERIALS FOR TEN BUILDINGS AT THE ALEMANY DEVELOPMENT

WHEREAS, Kellco Services Inc. has executed a contract with the Authority to provide asbestos consulting services for the Authority; and

WHEREAS, the San Francisco Housing Authority received bids on September 15, 1992 for the removal of asbestos containing roofing materials at Alemany; and

WHEREAS, the removal of such work requires monitoring by highly trained individuals to ensure that the work is completed safely; and

WHEREAS, Kellco Services Inc. prepared the specifications for the roofing removal and is thoroughly familiar with the Alemany housing development; and

WHEREAS, Kellco Services Inc. has submitted a proposal for monitoring the asbestos containing roofing removal and its disposal for a not to exceed fee of $16,500; and

WHEREAS, staff has reviewed this proposal and find it to be in order; and

WHEREAS, CA-1-918 Comprehensive Improvement Assistance Program funding is available for this effort.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is hereby authorized to enter into a contract amendment with Kellco Services Inc. for the monitoring of the removal and disposal of asbestos containing roofing materials at Alemany for an amount of not to exceed $16,500.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

09/24/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3970 and Commissioner Reen seconded the motion.

Resolution No. 3970 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of September 24, 1992 was adjourned at 5:32 p.m. into Executive Session. The next regular meeting has been scheduled for October 8, 1992.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

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October 2, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, October 8, 1992, at 440 Turk Street, San Francisco, California.

for David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 8, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, October 8, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Executive Director to execute a contract amendment with Environmental Science and Engineering, Inc. to provide additional lead-hazard services related to the testing of possible lead-based paint at Sunnydale, CAL 1-3; Bernal Dwellings, CAL 1-5; Westbrook Apartments, CAL 1-9; and Hunter's View, CAL 1-18(3) for a not to exceed price of $14,000.00.

(b) Resolution - Authorizing the Executive Director to execute a contract amendment with Health Sciences Associates to provide additional lead-hazard services related to the testing of possible lead-based paint for a not to exceed price of $66,000.00 at the following eighteen authority developments.

(c) Resolution - Authorizing the Executive Director to execute a contract amendment with Environmental Science and Engineering, Inc. to provide additional lead-hazard services at the Alemany Development, CAL 1-16 for the not to exceed price of $30,500.00.

(d) Resolution - Ratifying the Execution of an insurance policy with Unigard Insurance Company for fleet insurance coverage in an amount not to exceed $196,600.00 during Fiscal Year 1992-93.

(e) Resolution - Authorizing the Executive Director to attend the Council of Large Public Housing Authorities (CLPHA) meeting in New York City, New York on October 21, 1992 through October 23, 1992.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, October 8, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 8, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:05 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the Agenda and Commissioner Chuck seconded the motion.

The Agenda of October 8, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Jewel Green, Hunter's View Development
Warren Foster

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to amend the minutes of September 24, 1992 with the following corrections and Commissioner Drypolcher seconded the motion:

No. 9. TENANT REPRESENTATIVE REPORT:

Anne Mackey, Public Housing Tenants' Association (PHTA) President, stated that on September 17, 1992 she requested that Paula Jackson, Director of Maintenance, accompany her while inspecting three sites. Ms. Mackey said she and would submit a report with recommendations.

Ms. Mackey said that there was concern regarding the level of communication amongst staff and also between the SFHA and the residents and she hoped that the SFHA would try to improve its level of communication.

Ms. Mackey reported that no one from the PHTA attended the National Association of Housing and Redevelopment Officials (NAHRO) Conference, except for Christine Neal, who paid the fees herself.

On page 24, under voting for Resolution No. 3967 should read:

> "Commissioner Drypolcher (not Commissioner Reen) moved to reconsider the vote and Commissioner Shaw seconded the motion."

Additionally, under Item 11, New Business, the following Resolutions should be shown as adopted:

A1 to A4
A6 to A11
A15 to A18
E and J

Commissioner Chuck moved to approve the minutes, as amended, of the September 24, 1992 meeting, and Commissioner Drypolcher seconded the motion.

The minutes of the meeting held September 24, 1992, as amended, were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

David Gilmore, Executive Director, stated that he had a number of items that he wanted to bring to the attention of the Commission.

Mr. Gilmore stated that this Agency has been awarded an additional $2.1 million in operating subsidies. He said it was due to a credit in utility rates and also with a reimbursement in the area of FICA rates. Mr. Gilmore said this increase was the result of diligent work on the part of the Finance Department, and in particular, Herb Lum, Budget Analyst, under the supervision of Ms. Carol Wilkins, Deputy Director of Finance and Administration.

Mr. Gilmore said the additional funding will leave the Authority in a much better fiscal position and enable the Authority to maintain a consistent level of services.

Mr. Gilmore noted that the additional funds come at a time when the agency is expected to be affected by state cuts to Department of Social Services (DSS). Cuts to DSS clients, who are also SFHA residents, result in rent reductions to the SFHA which would lower our income. It is also expected that the waiting list of applicants for public housing will increase as a result of grants being cut.

Mr. Gilmore introduced Eva Mae Williams, President of the Robert B. Pitts Plaza Tenants' Association, and the most recent recipient of the Federal TAG Grant from U.S. Department of Housing and Urban Development (HUD) this year. They join the Alemany, Hunter's View, Holly Courts, and Sunnydale Developments who have received grants in previous years.

Mr. Gilmore stated that the Citizen's Committee which advises the Mayor's office on the Community Development Block Grants (CDBG) program, has recommended that the Housing Authority be awarded 24 percent less money than last year, even though the City of San Francisco will receive an increase in its allocation. The items the Citizen's Committee is not recommending for funding include: security, fences/gates, lights, weatherstripping, mail box replacements, intercom and buzzer systems.

Mr. Gilmore said the Citizen's Committee is holding a public hearing tonight on the CDBG program and he encourages all residents to attend.

Mr. Gilmore noted that the Housing Authority serves a sizeable percentage of the low-income population that is targeted to receive these funds and that such a cut of the CDBG allocation will leave the Housing Authority no choice but to abandon certain services or try to find other funding.

Mr. Gilmore stated that the waiting list will reopen on October 26, 1992. In preparation, he said an extensive campaign has been conducted to alert citizens of the opening. Fliers have been distributed, advertisements have been placed in the newspaper, and community-based organizations have been informed.

Mr. Gilmore reported that follow-up items from the previous meeting were in their packet and he was prepared to answer any questions they may have on these items. He also noted that Amer-I-Can representatives would be present at this meeting in order to update the Commission on the program.

7. COMMITTEE REPORT:

Commissioner Boileau stated that the Site and Design meeting met today to discuss Resolution A and B. He said that a quorum was not present but he would give his report at the appropriate time during the meeting.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, stated that the Legal Counsel Report was submitted in writing. She also stated that the SFHA held an Executive Session to discuss the cases of Dow Builders vs. the SFHA, Case Nos. 935053 and 940422 on September 24, 1992, and that there was no action taken at the Executive Session. The Execution Session was held pursuant to Government Code 54956.9(a). The Commission held an Executive

Session, also pursuant to Government Code 54956.9(a) on September 10, 1992, to discuss Charles Campanella vs. the SFHA, Case No. 934805 and authorized settlement of that case in the amount of $100,000, plus full payment of the total fees to the independent expert evaluator. HUD has approved the settlement of that case.

9. TENANT REPRESENTATIVE REPORT:

Christine Neal, Vice President of Public Housing Tenants' Association, represented Anne Mackey, President of PHTA, who was ill. Ms. Neal reported that about seven police officers attended the last PHTA meeting and the residents attending the meeting were able to ask questions of the officers.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 3971

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ENVIRONMENTAL SCIENCE AND ENGINEERING, INC. TO PROVIDE ADDITIONAL LEAD HAZARD SERVICES RELATED TO THE TESTING OF POSSIBLE LEAD-BASED PAINT AT SUNNYDALE, CAL 1-3; BERNAL DWELLINGS, CAL 1-5; WESTBROOK APARTMENTS, CAL 1-9; AND HUNTERS VIEW, CAL 1-18(3) FOR A NOT TO EXCEED PRICE OF $14,000.00

WHEREAS, the Authority by Resolution Number 3644 authorized the execution of a contract with Environmental Science and Engineering, Inc. to provide lead-based paint testing in accordance with prescribed Department of Housing and Urban Development requirements at four (4) Authority developments; and

WHEREAS, the existing contract executed with this consultant covers the initial testing of apartments at each development and prescribes unit costs for further testing to confirm inconclusive results when required; and

WHEREAS, based on preliminary testing results, a moderate amount of confirmation retesting at these developments will be required; and

WHEREAS, this additional testing must be done to confirm lead hazards at these developments and to conform to Department of Housing and Urban Developments testing requirements; and

WHEREAS, a contract Amendment must be established with Environmental Science and Engineering, Inc. to authorize this firm to complete this additional confirmation testing; and

WHEREAS, based on the unit costs established in the original contract, the cost of this additional testing will not exceed $14,000.00; and

WHEREAS, sufficient funding is available in the CA-1-918 and CA-1-919 CIAP budgets for this effort; and

WHEREAS, the Department of Housing and Urban Development must approve this contract amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Environmental Science and Engineering, Inc. for the not to exceed price of $14,000.00 to provide additional confirmation testing at four (4) developments listed above.

2. This Resolution becomes affective upon HUD approval.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/08/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3971 and Commissioner Lillian seconded the motion.

Resolution No. 3971 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 3972

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH HEALTH SCIENCES ASSOCIATES TO PROVIDE ADDITIONAL LEAD HAZARD SERVICES RELATED TO THE TESTING OF POSSIBLE LEAD-BASED PAINT FOR A NOT TO EXCEED PRICE OF $66,000.00 AT THE FOLLOWING EIGHTEEN AUTHORITY DEVELOPMENTS

Holly Courts	Alice Griffith
Potrero Terrace	Ping Yuen North
Valencia Gardens	Hayes Valley
Westside Courts	75-77 Coleridge Street
Potrero Annex	101-103 Lundy's Lane
North Beach	4101 Noriega Street
Ping Yuen	220 Randolph Street
Hunters Point A	The Great Highway
Yerba Buena Plaza	Joan San Jule Apartments

WHEREAS, the Authority by Resolution Number 3762 authorized the execution of a contract with Health Science Associates to provide lead-based paint testing in accordance with prescribed Department of Housing and Urban Development requirements at eighteen Authority developments; and

WHEREAS, the existing contract executed with this consultant covers the initial testing of apartments at each development and prescribes unit costs for further testing to confirm inconclusive results when required; and

WHEREAS, based on preliminary testing results, a moderate amount of confirmation retesting at these developments will be required; and

WHEREAS, this additional testing must be done to confirm lead hazards at these developments and to conform to Department of Housing and Urban Developments testing requirements; and

WHEREAS, a contract Amendment must be established with Health Science Associates to authorize this firm to complete this additional confirmation testing; and

WHEREAS, based on the unit costs established in the original contract, the cost of this additional testing will not exceed $66,000.00; and

WHEREAS, sufficient funding is available in the CA-1-918 and CA-1-919 CIAP budgets for this effort; and

WHEREAS, the Department of Housing and Urban Development must approve this contract amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Health Science Associates for the not to exceed price of $66,000.00 to provide additional confirmation testing at the eighteen developments listed above.

2. This Resolution becomes affective upon HUD approval.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/08/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3972 and Commissioner Lillian seconded the motion.

Resolution No. 3972 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3973

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH ENVIRONMENTAL SCIENCE AND ENGINEERING, INC. TO PROVIDE ADDITIONAL LEAD HAZARD SERVICES AT THE ALEMANY DEVELOPMENT, CAL 1-16 FOR THE NOT TO EXCEED PRICE OF $30,500.00

WHEREAS, the Authority by Resolution Number 3698 authorized a contract with Environmental Science and Engineering, Inc. to provide lead hazard consulting services for the Alemany development, CAL 1-16; and

WHEREAS, this firm has completed their authorized work in a professional and responsive manner; and

WHEREAS, additional lead hazard consulting services are required to ensure that the Alemany rehabilitation effort is properly completed and that residents and workers are not exposed to additional lead hazards as a result of lead abatement activities; and

WHEREAS, Environmental Science and Engineering, Inc. has proposed a not to exceed fee of $30,500 to provide these services as an amendment to their existing contract; and

WHEREAS, this fee is reasonable for the work involved and is within funding available in the CA-1-918 CIAP budget; and

WHEREAS, this contract amendment must be approved by the Department of Housing and Urban Development.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract amendment with Environmental Science and Engineering for the not to exceed price of $30,500.

2. This Resolution becomes effective upon approval of the Department of Housing and Urban Developments.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/08/92
Date

Commissioner William moved to adopt Resolution No. 3973 and Commissioner Drypolcher seconded the motion.

Resolution No. 3973 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3974

RESOLUTION RATIFYING THE EXECUTION OF AN INSURANCE POLICY WITH UNIGARD INSURANCE COMPANY FOR FLEET INSURANCE COVERAGE IN AN AMOUNT NOT TO EXCEED $196,600.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for fleet insurance in full and open competition pursuant to its RFP number 025-92 to replace the policy that expired on September 30, 1992; and

WHEREAS, the Authority received four responses from qualified and responsible insurers through third party insurance brokers as follows;

- Fireman's Fund ($1,578.00/vehicle premium)
- The Home Insurance Company ($1,468.00/vehicle premium)
- Royal Insurance ($1,437.00/vehicle premium)
- Unigard Insurance Company ($1,276.00/vehicle premium); and

WHEREAS, the Authority reviewed the proposals submitted in accordance with procurement regulations and determined that Unigard Insurance Company could provide the necessary insurance coverage in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, funding for this service is available as part of the Authority's approved operating budget and Section 8 Administrative fees for Fiscal Year 1992-93; and

WHEREAS, based on the foregoing discussion and the need to obtain fleet insurance to avoid a lapse in coverage, the Authority proceeded to authorize the implementation of a policy pending Commission ratification thereof;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Authority's fleet insurance policy with Unigard Insurance Company is hereby ratified in an amount not to exceed $196,600.00 during fiscal year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/08/92
Date

Commissioner Williams moved to adopt Resolution No. 3974 and Commissioner Drypolcher seconded the motion.

Resolution No. 3974 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 3975

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) MEETING IN NEW YORK CITY, NEW YORK ON OCTOBER 21, 1992 THROUGH OCTOBER 23, 1992

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, the Council of Large Public Housing Authorities (CLPHA) is holding a meeting in New York City, New York on October 21, 1992 through October 23, 1992; and

WHEREAS, the meeting will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of the Executive Director at the aforementioned meeting is important and essential to the Authority's conduct; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to attend the aforementioned CLPHA meeting on October 21, 1992 through October 23, 1992.

2. Travel be in conformance with the Travel Policy of this Authority and the contract between the Authority and the employee.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/08/92
Date

Commissioner Williams moved to adopt Resolution No. 3975 and Commissioner Drypolcher seconded the motion.

Resolution No. 3975 was UNANIMOUSLY ADOPTED.

At this time the representative of Amer-I-Can program addressed the Commission to give an update on the program. Mr. Michael Allen explained that the program is in progress and they are conducting outreach classes and are targeting key gang members to recruit more people for training. Mr. Allen stated that they researched the community and made a decision on what strategies they will use based upon the information compiled from the research.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of October 8, 1992 was adjourned at 5:12 p.m. The next regular meeting has been scheduled for October 22, 1992.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 22, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, October 22, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Commending John Evans, Sr. on the occasion of his retirement.

    (b) Resolution - Authorizing the Executive Director to negotiate and enter into a contract with Macke Laundry Service Company for the lease of laundry facilities at the Hunter's View Housing Development.

(c) Resolution - Approving amended Part I of Section 8 Housing Voucher Program Annual Contributions Contract No. SF-618 and authorizing execution.

(d) Resolution - Authorizing the Executive Director to execute a purchase order for the Housing Authority Risk Retention Group in the amount of $120,000.00 for the 1992-1993 policy year.

(e) Resolution - Authorizing the Executive Director to enter into a contract with Western Roofing Service for the removal of existing Asbestos containing roofing materials and the re-roofing of these buildings at the Alemany Development in the amount of $97,854.00.

(f) Resolution - Approving the Memorandum of Agreement with the Potrero Annex/Terrace Resident Management Council for lease of space at 1088 Connecticut Street.

(g) Resolution - Authorizing the Executive Director to enter into a contract with Millard Tong Construction Company for the modernization of elevators located at Project CAL 1-18(6), Ping Yuen Annex in the amount of $443,995.00.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, October 22, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 22, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:02 p.m.

1. ROLL CALL:

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Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: Karen Moone, Deputy Director of Management Operations
Geraldine L. Chavis, Legal Counsel

ABSENT: Lewis Lillian, Commissioner
Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Shaw moved to approve the Agenda of October 22, 1992 and Commissioner Chuck seconded the motion.

The Agenda of October 22, 1992 was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Danielle Barnette, Alemany Development
Sharon Brooks, Alemany Development
Georgia Willette, Alemany Development
Vera E. Kennedy, Hunters View Development

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to approve the minutes of the October 8, 1992 meeting and Commissioner Chuck seconded the motion.

The minutes of the meeting held October 8, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Commissioner Reen extended his congratulations to Ms. Paula Jackson, Director of Maintenance, who is leaving the Authority at the end of the month to accept another position with the Atlanta, Georgia Housing Authority and to be married. He said the seniors will miss her.

Commissioner Reen also thanked Michael Meadows, Assistant Director of Maintenance, for his timely response to maintenance and emergency requests.

6. REPORT OF SECRETARY:

Karen Moone, Acting Secretary, reported that the Housing Authority was notified by the HUD office that this Agency will receive $16.8 million for rehabilitation efforts at various public housing developments.

Ms. Moone also noted that the 3rd Annual Housing Authority Track & Field Meet will be held on Saturday, October 24, 1992 at Kesar Stadium.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, asked for authorization for this Agency to enter into a property insurance contract for the coming year. The Commission denied the request at this time, with Commissioner Drypolcher stating that the Finance Committee will complete a review of all insurance contracts and will make a recommendation to the full Board at the next meeting.

9. TENANT REPRESENTATIVE REPORT:

Christine Neal, Vice President of Public Housing Tenants' Association, represented Anne Mackey, President of PHTA, who was ill.

Ms. Neal said San Francisco Supervisor Willie B. Kennedy was the special guest speaker at the October 20, 1992 PHTA meeting. Supervisor Kennedy spoke about the upcoming election and other issues of interest to the residents.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 3976

RESOLUTION COMMENDING JOHN EVANS, SR.
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. John Evans, Sr. will retire from the Housing Authority of the City and County of San Francisco effective November 11, 1992 after 28 years of service; and

WHEREAS, during his illustrious career, Mr. Evans, hired as a Carpenter, achieved the positions of General Carpenter Foreman, Maintenance Branch Chief, Assistant Director of

Maintenance, and Acting Chief of Maintenance; and

WHEREAS, during his career as an employee of this Authority, he has faithfully and diligently discharged his duties in all capacities; and

WHEREAS, John Evans, Sr. has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency, and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to John Evans, Sr. its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Chuck moved to adopt Resolution No. 3976 and Commissioner Drypolcher seconded the motion.

Resolution No. 3976 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 3977

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH MACKE LAUNDRY SERVICE COMPANY FOR THE LEASE OF LAUNDRY FACILITIES AT THE HUNTER'S VIEW HOUSING DEVELOPMENT

WHEREAS, a committee representing the Authority and the Tenants' Association of the Hunter's View Housing Development solicited proposals from several laundry service providers to lease premises and provide laundry equipment at the housing development; and

WHEREAS, the committee received proposals from Macke Laundry Service Company and Web Service Company, Inc.; and

WHEREAS, the committee reviewed the proposals submitted and determined that Macke Laundry Service Company offered the most advantageous terms for laundry revenue sharing, and has a proven record for equipment and upkeep at other Authority developments; and

WHEREAS, based on the foregoing discussion, the committee recommends, and the Authority concurs with said recommendation, that a contract be negotiated with Macke Laundry Service Company for the lease of laundry facilities at the Hunter's View Housing Development;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and award a contract to Macke Laundry Service Company for the lease of laundry facilities at Hunter's View Housing Development for a term not to exceed three years beginning with October 27, 1992.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Reen moved to adopt Resolution No. 3977 and Commissioner Chuck seconded the motion.

Resolution No. 3977 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3978

RESOLUTION APPROVING AMENDED PART I OF SECTION 8 HOUSING VOUCHER PROGRAM ANNUAL CONTRIBUTIONS CONTRACT NO. SF 618 AND AUTHORIZING EXECUTION

The Housing Authority of the City and County of San Francisco ("PHA") desires to enter into an amended Annual Contributions Contract ("ACC") with the United States of America ("Government") for the Section 8 Existing Housing Voucher Program.

The amended Section 8 Existing Housing Voucher ACC consists of the following counter parts:

(a) Part I of the ACC, HUD-52520D (1/90) applicable to the Section 8 Existing Housing Voucher Program;

(b) Exhibit I to Part I of the ACC adding Project No.

NOW, THEREFORE, BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The amended Part I and Exhibit I of the ACC for the Section 8 Existing Housing Voucher Program are hereby approved and accepted. The Executive Director is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counter part and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution of as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Reen moved to adopt Resolution No. 3978 and Commissioner Shaw seconded the motion.

Resolution No. 3978 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3979

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE HOUSING AUTHORITY RISK RETENTION GROUP IN THE AMOUNT OF $160,000.00 FOR THE 1992-1993 POLICY YEAR

WHEREAS, the Authority by Resolution No. 3006 dated May 28, 1987, accepted membership into the Housing Authority Risk Retention Group ("HARRG") for the provision of general liability insurance; and

WHEREAS, the Authority by Resolution No. 3809, dated June 25, 1992, renewed its policy with HARRG for the 1992-1993 policy year; and

WHEREAS, the Authority's policy with HARRG requires the agency to pay a deductible in the amount of $10,000.00 for each general liability claim that is accepted for payment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute a purchase order for the Housing Authority Risk Retention Group for the 1992-1993 policy year in an amount not to exceed $160,000.00.

2. This resolution takes affect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Reen moved to adopt Resolution No. 3979 and Commissioner Chuck seconded the motion.

Resolution No. 3979 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 3980

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH WESTERN ROOFING SERVICE FOR THE REMOVAL OF EXISTING ASBESTOS CONTAINING ROOFING MATERIALS AND THE RE-ROOFING OF THESE BUILDINGS AT THE ALEMANY DEVELOPMENT IN THE AMOUNT OF $97,854.00

WHEREAS, on August 25, 1992, the Authority advertised for bids for the removal of asbestos containing roofing materials and the re-roofing of these buildings at the Alemany Development; and

WHEREAS, on September 15, 1992 three bids were received as follows:

- Bluewater Environmental Services $93,900.00
- Western Roofing Service $97,854.00
- Pioneer Roofing Organization $98,690.00

WHEREAS, the Authority has evaluated these bids, and found Bluewater Environmental Services to be a non-responsive bidder; and

WHEREAS, documentation submitted by Western Roofing Service has been reviewed and found to be in compliance with all requirements; and

WHEREAS, it has therefore been determined that Western Roofing Service is the lowest responsive and responsible bidder; and

WHEREAS, the bid submitted by Western Roofing Service is within the available funding in the Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award the contract for said work to Western Roofing Service in the amount of $97,854.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Reen moved to adopt Resolution No. 3980 and Commissioner Chuck seconded the motion.

Resolution No. 3980 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 3981

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT WITH THE POTRERO ANNEX/TERRACE RESIDENT MANAGEMENT COUNCIL FOR LEASE OF SPACE AT 1088 CONNECTICUT STREET

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse resident management, economic development, and resident programs at its public housing developments; and

WHEREAS, the Potrero Annex/Terrace Resident Management Council is the duly elected representative group of the Potrero Annex/Terrace residents; and

WHEREAS, the residents of the aforementioned development and the San Francisco Housing Authority have identified space to accommodate the economic development, resident management, and resident programs at this site; and

WHEREAS, this Memorandum of Agreement between the Housing Authority and the Potrero Annex/Terrace Resident Management Council and assignment of the space would further the Housing Authority's goals of resident management, economic development, and resident programs.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a Memorandum of Agreement (MOA) (attachment A) allowing the Potrero Annex/Terrace Resident Management Council to lease space at 1088 Connecticut Street, under the conditions indicated in the MOA.

2. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Reen moved to adopt Resolution No. 3981 and Commissioner Drypolcher seconded the motion.

Resolution No. 3981 was UNANIMOUSLY ADOPTED.

(Attachment A is filed in formal minute book)

(g) RESOLUTION 3982

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH MILLARD TONG CONSTRUCTION COMPANY FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-18(6), PING YUEN ANNEX IN THE AMOUNT OF $443,995.00.

WHEREAS, the Authority has previously advertised for bids for the Modernization of Elevators at CAL 1-18(6), Ping Yuen Annex; and

WHEREAS, United States Elevator Corporation submitted the lowest price for that work but requested that their bid be withdrawn due to an error in preparing their bid; and

WHEREAS, all bids submitted for this work were subsequently rejected; and

WHEREAS, on July 27, 1992, the Authority readvertised for bids for this work; and

WHEREAS, on August 18, 1992, five (5) bids were received as follows:

Bidder	Bid Amount
1. United States Elevator Corporation (Ineligible)	$438,000.00
2. Millard Tong Construction Company	$443,995.00
3. Armor Elevator Company	$450,042.00
4. Millar Elevator Service Company	$470,880.00
5. Imperial Elevator Company, Inc.	$499,000.00

WHEREAS, the Authority's Legal Counsel has ruled that, as United States Elevator has previously bid on this work and had requested that their bid be withdrawn, United States Elevator Corporation cannot participate in the rebidding of this work pursuant to the California Public Contract Code §5102 through §5106; and

WHEREAS, all additional relevant documents submitted by the Millard Tong Construction Company have been reviewed and found to be in order; and

WHEREAS, Millard Tong Construction Company is therefore the lowest eligible, responsive, responsible bidder; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1.The Executive Director/Secretary is authorized to award a contract for said work to Millard Tong Construction Company in the amount of $443,995.00.

2.This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

10/22/92
Date

Commissioner Reen moved to adopt Resolution No. 3982 and Commissioner Shaw seconded the motion.

Resolution No. 3982 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of October 22, 1992 was adjourned at 5:26 p.m. The next regular meeting has been scheduled for November 12, 1992.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, NOVEMBER 12, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, November 12, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence Shaw, Commissioner

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2. APPROVAL OF AGENDA:

NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) Resolution - Commending William Deasy on the occasion of his retirement.

(b) Resolution - Authorizing the Executive Director to execute a contract amendment with Edward J. Gee and Associates in the amount of $42,885 to provide architectural services to prepare construction documents and provide construction administration for the partial replacement of sewer lines at the Westbrook Apartments.

(c) Resolution - Authorizing payment of membership dues to the Council of Large Public Housing Authorities (CLPHA) for Fiscal Year 1993 in the amount of $14,000.00.

(d) Resolution - Authorizing the funding of security guard services at the Rosa Parks Senior Housing Development by Western Security Bureau in an amount not to exceed $90,000.00 for the period ending October 31, 1993.

(e) Resolution - Authorizing the Executive Director to negotiate and enter into a contract with Hy-Tech Elevator Company for elevator maintenance services in an amount not to exceed $350,000.00 during Fiscal Year 1992-93.

(f) Resolution - Authorizing payment of insurance premium for the Housing Authority's property/fire insurance coverage for the 1992-1993 policy year in the amount of $381,705.00.

(g) Resolution - Approving the Memorandum of Agreement between the San Francisco Housing Authority and Plaza East Resident Council to afford the residents at Plaza East to manage the laundry facility at 1255 Eddy Street.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, November 12, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, November 12, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:05 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT:
Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Carlene Williams, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT:
David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to amend the Agenda by removing Resolution A from the Agenda and Commissioner Chuck seconded the motion.

Resolution A:

Resolution commending William Deasy on the occasion of his retirement.

Commissioner Drypolcher approved the Agenda of November 12, 1992, as amended, and Commissioner Chuck seconded the motion.

The Agenda of November 12, 1992, as amended, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Warren Foster, Warren Foster and Associates
Shirley Dorton, President, Sunnydale Tenants' Association
Douglas Jones, Millar Elevator Company

4. APPROVAL OF MINUTES:

Commissioner Drypolcher moved to approve the minutes of the October 22, 1992 meeting and Commissioner Shaw seconded the motion.

The minutes of the meeting held October 22, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Gilmore, Executive Director, called upon Ms. Deborah Whittle, Director of Resident Services, and asked her to introduce the winners and other public housing youth who participated in the San Francisco Housing Authority Third Annual Track and Field Meet held October 24, 1992 at Kezar stadium.

Ms. Whittle reported that over 200 young people from SFHA developments throughout the City participated in the event and she was pleased that there was a good deal of support from families and the community. Ms. Whittle also thanked the Commission and staff for their support and especially Commissioner Shaw for his participation in presenting medals to the winners. She noted that the Nike Company donated a pair of shoes to each of the winners.

Medal winners included:

Lillian Dunn, Plaza East Development
Carten Smith, Plaza East Development
Jason Hill, Plaza East Development
Kyle Morgan, Plaza East Development
Paul Jones, Alice Griffith Development

7. COMMITTEE REPORT:

Commissioner Drypolcher stated that the Finance Committee met earlier today and that the committee would be giving its recommendation on Resolution F at the appropriate time.

Commissioner Chuck stated that the Site and Design Committee also met today and that the committee would be commenting on Resolutions B and E at the appropriate time.

Commissioner Boileau reported that he had attended two community meetings; one with the Sunset Democratic Club and the other with the Potrero League of Active Neighbors on Potrero Hill.

Commissioner Boileau stated that a police officer, who was present at one meeting, suggested that the San Francisco Housing Authority Commission reinstate the Housing Authority police which became a part of the San Francisco Police Department eight years ago. A second recommendation from both of the meetings was that SFHA staff and Commissioners become more involved with the neighbors and neighborhoods where SFHA developments are located. He said that there were other miscellaneous information requests that he is responding to.

Commissioner Williams stated that she attended the National Tenants' Organization (NTO) Conference in Florida and that she brought back reading material for the Commissioners. Commissioner Williams stated that the workshop for the HOPE Program was canceled. She also stated that she was appointed to the NTO Board while attending the conference, and she is now the Regional Chairperson for the Western Region.

Commissioner Boileau stated that the Commission would adjourn to an Executive Session to discuss a personnel matter at the conclusion of the regular meeting.

8. REPORT OF COUNSEL:

Geraldine L. Chavis, Legal Counsel, stated that she submitted her report in writing.

9. TENANT REPRESENTATIVE REPORT:

Christine Neal, Vice President of Public Housing Tenants' Association, represented Anne Mackey, President of PHTA, who was ill. Ms. Neal stated that she did not have a report to give at this time.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(b) RESOLUTION 3983

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH EDWARD J. GEE AND ASSOCIATES IN THE AMOUNT OF $42,885 TO PROVIDE ARCHITECTURAL SERVICES TO PREPARE CONSTRUCTION DOCUMENTS AND PROVIDE CONSTRUCTION ADMINISTRATION FOR THE PARTIAL REPLACEMENT OF SEWER LINES AT THE WESTBROOK APARTMENTS

WHEREAS, chronic sewer backups continue at the Westbrook Apartments; and

WHEREAS, the Department of Housing and Urban Development has provided funding in the CA-1-919 CIAP Budget to address these problems; and

WHEREAS, an architect will be required to assist in this effort; and

WHEREAS, the Authority selected Edward J. Gee and Associates to provide architectural services for the Westbrook Apartments; and

WHEREAS, Edward J. Gee and Associates has executed a contract with the Authority to complete an architectural masterplan and schematic design for the Westbrook Apartments; and

WHEREAS, the partial sewer line replacement has been identified as a work item in the masterplan; and

WHEREAS, Edward J. Gee and Associates has proposed a fee of $42,885 to provide sewer line consulting services as an amendment to their existing contract; and

WHEREAS, this fee is within the funding available in the CA-1-919 CIAP Budget, and is reasonable for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract amendment for said work to Edward J. Gee and Associates in the amount of $42,885.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/12/92
Date

Commissioner Chuck stated that the Site and Design Committee urged approval of this resolution.

Commissioner Chuck moved to adopt Resolution No. 3983 and Commissioner Reen seconded the motion.

Resolution No. 3983 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3984

RESOLUTION AUTHORIZING PAYMENT OF MEMBERSHIP DUES TO THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) FOR FISCAL YEAR 1993 IN THE AMOUNT OF $14,000.00

WHEREAS, there exists an association known as the Council of Large Public Housing Authority (CLPHA); and

WHEREAS, CLPHA provides valuable benefits and services to its membership of large public housing authorities; and

WHEREAS, the Housing Authority of the City and County of San Francisco is considered to be a large public housing authority; and

WHEREAS, the Authority wishes to avail itself of the benefits available to it by virtue of membership in CLPHA;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Membership in CLPHA be renewed for Fiscal Year 1993.

2. The Executive Director is authorized to pay CLPHA dues in the amount of $14,000.00.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3984 and Commissioner Drypolcher seconded the motion.

Resolution No. 3984 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3985

RESOLUTION AUTHORIZING THE FUNDING OF SECURITY GUARD SERVICES AT THE ROSA PARKS SENIOR HOUSING DEVELOPMENT BY WESTERN SECURITY BUREAU IN AN AMOUNT NOT TO EXCEED $90,000.00 FOR THE PERIOD ENDING OCTOBER 31, 1993

WHEREAS, the Commission approved the execution of a contract with Western Security Bureau for security guard services at Rosa Parks pursuant to Resolution number 3772 on March 26, 1992; and

WHEREAS, funding for the services was approved through October 31, 1992 based on a grant from the Mayor's Office of Criminal Justice; and

WHEREAS, the Authority requires an action by the Commission to approve funding for the remainder of the contract term ending on October 31, 1993; and

WHEREAS, funding for these services for the period ending October 31, 1993 has been approved as part of the Mayor's Office of Criminal Justice budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to fund security guard services, at Rosa Parks Senior Housing Development, as part of a contract with Western Security Bureau to be paid for by the Mayor's Office of Criminal Justice in an amount not to exceed $90,000.00 for the year ending October 31, 1993, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3985 and Commissioner Drypolcher seconded the motion.

Resolution No. 3985 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION 3986

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH HY-TECH ELEVATOR COMPANY FOR ELEVATOR MAINTENANCE SERVICES IN AN AMOUNT NOT TO EXCEED $350,000.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited proposals for elevator maintenance services in full and open competition pursuant to its Request for Proposals (RFP) number 020-92; and

WHEREAS, the Authority received responses from the following elevator service firms:

- Armor Elevator Company
- East Bay Elevator Company
- Hy-Tech Elevator Company
- Imperial Elevator Company
- Millar Elevator Service Company
- Montgomery Elevator Company
- Standard Elevator Company
- U.S. Elevator Company
- West Coast Elevator Company; and

WHEREAS, the Authority evaluated the proposals received in accordance with the criteria published in the RFP, and based on the scores tabulated, it was determined that Hy-Tech Elevator Company could provide the required services in a manner that is most advantageous to the agency, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations at 24 CFR, Part 85.36, the Authority should award a contract to Hy-Tech Elevator Company; and

WHEREAS, funding for the required services has been approved as part of the Authority's operating budget for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to, negotiate and execute a contract with Hy-Tech Elevator Company in an amount not to exceed $350,000.00 during Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/12/92
Date

Commissioner Chuck stated that the Site and Design Committee urged approval of this resolution.

Commissioner Williams moved to adopt Resolution No. 3986 and Commissioner Shaw seconded the motion.

Resolution No. 3986 was adopted with Commissioner Reen abstaining.

(f) RESOLUTION 3987

RESOLUTION AUTHORIZING PAYMENT OF INSURANCE PREMIUM FOR THE HOUSING AUTHORITY'S PROPERTY/FIRE INSURANCE COVERAGE FOR THE 1992-93 POLICY YEAR IN THE AMOUNT OF $381,705.00

WHEREAS, Section 305, Part Two of the Annual Contributions Contract dated August 27, 1964, as amended, between the Housing Authority of the City and County of San Francisco ("the Authority") and the U.S. Department of Housing and Urban Development requires the Authority to insure by fire and extended coverage all of its insurable property; and

WHEREAS, on October 23, 1992, the Authority's property/fire insurance coverage expired and needs to be renewed within 45 days from that date to avoid a lapse in coverage; and

WHEREAS, the Authority, through its insurance broker, Johnson & Higgins, solicited quotes for the placement of the 1992-93 policy; and

WHEREAS, the Home Insurance Company, the Authority's existing insurance company, offered the most advantageous coverage and rates; and

WHEREAS, the Home Insurance Company's quote provides for an increase in coverage from $20 million to $24 million per occurrence due to the increase in property values and no change in the $10,000.00 deductible; and

WHEREAS, the Home Insurance Company's quote also offered a lower deductible of $1,000.00 from the previous year's deductible of $10,000.00 on the Authority's furniture and equipment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to release the necessary funds for the placement of the Authority's property/fire insurance with the Home Insurance Company for the 1992-93 policy year in the premium amount of $381,705.00.

2. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/12/92
Date

Commissioner Drypolcher stated that the Finance Committee urged the approval of this resolution.

Commissioner Williams moved to adopt Resolution No. 3987 and Commissioner Reen seconded the motion.

Resolution No. 3987 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION 3988

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND PLAZA EAST RESIDENT COUNCIL TO AFFORD THE RESIDENTS AT PLAZA EAST TO MANAGE THE LAUNDRY FACILITY AT 1255 EDDY STREET

WHEREAS, the San Francisco Housing Authority wishes to promote and endorse economic development opportunities for the residents that live in public housing; and

WHEREAS, the Plaza East Resident Council is the duly elected representative group of the Plaza East Development; and

WHEREAS, the residents of Plaza East and the San Francisco Housing Authority have written a Memorandum of Agreement to afford the residents to manage the laundry facility;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AUTHORIZES:

1. The Executive Director to execute the Memorandum of Agreement, Attachment A, between San Francisco Housing Authority and Plaza East Resident Council, under the conditions indicated in the Memorandum of Agreement toward the mutual goal of economic development for residents.

2. The Executive Director is further authorized to take appropriate steps to implement the Memorandum of Agreement.

3. This resolution takes effect immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

11/12/92
Date

Commissioner Williams moved to adopt Resolution No. 3988 and Commissioner Reen seconded the motion.

Resolution No. 3988 was UNANIMOUSLY ADOPTED.

(Attachment A filed in formal minute book)

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of November 12, 1992 was adjourned at 4:47 p.m. to go into Executive Session. The next regular meeting has been scheduled for December 10, 1992.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

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November 23, 1992

PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco to be held on Thursday, November 26, 1992, is cancelled due to the Thanksgiving Holiday.

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 P.M., December 10, 1992 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

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Agenda

December 7, 1992

PUBLIC NOTICE

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 pm, Thursday, December 10, 1992, at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director

A FULL SET OF DOCUMENTS TO BE CONSIDERED BY THE COMMISSION AT THIS MEETING IS AVAILABLE FOR INSPECTION AT THE RECEPTION DESK AT 440 TURK STREET.

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THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, DECEMBER 10, 1992 AT 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

AGENDA

Regular Meeting Held:
Thursday, December 10, 1992

440 Turk Street
San Francisco, CA 94102

1. ROLL CALL:

   Robert J. Boileau, President
   William Drypolcher, Vice President
   Reverend Harry Chuck, Commissioner
   Lewis Lillian, Commissioner
   Albert J. Reen, Commissioner
   Carlene Williams, Commissioner
   Reverend Clarence Shaw, Commissioner

2. APPROVAL OF AGENDA:

   NOTE: All visitors will have the opportunity to comment on any item of interest to the public prior to any action taken by the Commission pursuant to the San Francisco Housing Authority rules Governing Public Testimony adopted 12/14/89 as part of Resolution No. 3382 and revised 4/9/92 as part of Resolution No. 3779.

3. VISITORS:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE:

10. UNFINISHED BUSINESS:

    None.

11. NEW BUSINESS:

    (a) Resolution - Commending Mary Rogers on the occasion of her retirement.

    (b) Resolution - Commending Mary L. Wong on the occasion of her retirement.

    (c) Resolution - Commending Doon Wey Chan on the occasion of his retirement.

    (d) Resolution - Commending Daisy W. Woo on the occasion of her retirement.

(e) Resolution - Authorizing travel to San Diego, California to attend the 1993 Public Housing Director's Association Commissioners Conference scheduled for January 10-12, 1993

(f) Resolution - Authorizing the Executive Director to enter into a contract with Standard Elevator Company for the modernization of elevators located at project CAL 1-28, 666 Ellis Street in the amount of $220,950.00.

(g) Resolution - Authorizing the Executive Director to negotiate and enter into a contract with Bayview Hunter's Point Foundation for a substance abuse program in Hunter's View in an amount not to exceed $239,600.00.

(h) Resolution - Authorizing the Executive Director to negotiate and enter into a contract with Glide Foundation for the procurement of substance abuse treatment services at Valencia Gardens in an amount not to exceed $60,000.00 during Fiscal Year 1992-93.

(i) Resolution - Authorizing the Executive Director to enter into purchase agreements with National Tenant Network and National Credit Reporting for tenant screening services in an amount not to exceed $20,000.00 during Fiscal Year 1992-93.

(j) Resolution - Authorizing the Executive Director to execute purchase orders for the procurement of window shades in an amount not to exceed $41,000.00 during Fiscal Year 1992-93.

(k) Resolution - Approving the certifications for performance indicators under the Public Housing Management Assessment Program (PHMAP) for Fiscal Year 1992.

(l) Resolution - Approving the Improvement Plan to correct management deficiencies identified through the Public Housing Management Assessment Program.

(m) Resolution - Authorizing the Executive Director to negotiate and enter into a contract for an automated management information system and ancillary agreements in an amount not to exceed $1,140,000.00.

12. ADJOURNMENT:

David Gilmore
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes of Regular Meeting Held:
Thursday, December 10, 1992

440 Turk Street
San Francisco, CA 94102

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, December 10, 1992 at 4:00 p.m.

President Boileau called the meeting to order at 4:06 p.m.

1. ROLL CALL:

Roll Call found the following members to be:

PRESENT: Robert J. Boileau, President
William Drypolcher, Vice President
Reverend Harry Chuck, Commissioner
Lewis Lillian, Commissioner
Albert J. Reen, Commissioner
Reverend Clarence L. Shaw, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Debrenia Madison, Assistant Legal Counsel

ABSENT: Carlene Williams, Commissioner

2. APPROVAL OF AGENDA:

Commissioner Drypolcher moved to amend the Agenda by moving Resolution K, Public Housing Management Assessment Program (PHMAP), from its alphabetic order to appear after Resolution D and before Resolution E on the Agenda and Commissioner Reen seconded the motion.

The Agenda of December 10, 1992, as amended, was UNANIMOUSLY APPROVED.

NOTE: Pursuant to the San Francisco Housing Authority Rules Governing Public Testimony adopted 4/9/92, Resolution 3779, regarding items under New Business, testimony was heard at this time as well as other public comments.

3. VISITORS:

Alma Lark, North Beach Development
Jewel Green, Hunter's View Development
Carren Kirkland, Bayview Hunter's Point Foundation
Rosa Rodriguez, Valencia Gardens Development
Brenda Alexander, Western Addition Development
Vera Kennedy, Hunter's View Development

4. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of the November 12, 1992 meeting and Commissioner Drypolcher seconded the motion.

The minutes of the meeting held November 12, 1992 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Commissioner Boileau stated that the Commission would adjourn into Executive Session immediately following the end of the meeting to discuss a matter of litigation.

6. REPORT OF SECRETARY:

Mr. Gilmore, Executive Director, reported that the Commissioners packets contained a status report on various capital improvement programs that have recently been completed, that are currently underway, or about to begin at the Authority. He said the value of the work that is currently in the pipeline is in excess of $20,000,000.

7. COMMITTEE REPORT:

Commissioner Drypolcher stated that the Finance Committee met earlier today and that the committee would be giving its recommendations on Resolutions G, H, I, K, L, and M at the appropriate times.

8. REPORT OF COUNSEL:

Debrenia Madison, Assistant Legal Counsel, stated that she submitted her report in writing. Ms. Madison stated that the Commission will adjourn immediately into Executive Session to discuss the cases of Dow Builders vs. San Francisco Housing Authority, Case Nos. 935053 and 990422 and she stated that the Executive Session is authorized pursuant to Government Code 54956.9(a).

9. TENANT REPRESENTATIVE REPORT:

Juanita Marshall, Recording Secretary of Public Housing Tenants' Association, represented Anne Mackey, President of PHTA, who was ill. Ms. Marshall said that the residents of Plaza East are trying to make the development a better place to live. She said the first and third Saturday of each month the resident association has a program for the children whereby they are served refreshments and have books read to them. The Plaza East residents are planning a Christmas party on December 23, 1992 at 6:00 p.m. and Ms. Marshall extended an invitation to the staff and to the Commissioners.

Ms. Marshall stated that it has been a difficult year for the PHTA. She said they have met with the Presidents of the various developments and some progress has been made. She said PHTA will hold their Christmas party on December 22 and she again extended an invitation saying everyone was welcome.

Additionally, Ms. Marshall stated that the residents of Plaza East will begin training on how to properly manage the Plaza East laundry facility which is scheduled to open soon.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION 3989

RESOLUTION COMMENDING MARY ROGERS
ON THE OCCASION OF HER RETIREMENT

WHEREAS, Ms. Mary Rogers will retire from the Housing Authority of the City and County of San Francisco on December 30, 1992 after 19 years of service;and

WHEREAS, Ms. Rogers has served the Housing Authority as a Community Services Representative, Tenant Services Representative and Property Manager; and

WHEREAS, Mary Rogers fought for the retention of affordable low income housing in the Western Addition, while a member of the Western Addition Project Action Committee (WAPAC) Board of Directors; and

WHEREAS, Ms. Rogers was the singular force, prompting this Authority's acquisition of Joan San Jules Apartments; and

WHEREAS, she was an equally significant force in the restoration of Robert B. Pitts Plaza, formerly Yerba Buena Plaza West; and

WHEREAS, during her career as an employee of this Authority, she has faithfully and diligently discharged her duties; and

WHEREAS, she has gained the respect of the Commission of this Authority, the staff and her fellow employees for her loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Mary Rogers its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3989 and Commissioner Lillian seconded the motion.

Resolution No. 3989 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION 3990

RESOLUTION COMMENDING MARY L. WONG
ON THE OCCASION OF HER RETIREMENT

WHEREAS, Mrs. Mary L. Wong will retire from the Housing Authority of the City and County of San Francisco effective December 30, 1992 after 24 years of service; and

WHEREAS, she began service to our residents and this Authority as a Rental Clerk and has held positions as a Senior Rental Clerk, Acting Supervisor, Assistant Property Manager and will retire carrying the title of Property Manager; and

WHEREAS, Mrs. Wong's efficiency, bi-lingual skills, dedication of purpose and always pleasant comportment, earned her the respect of the Commission of this Authority, residents of this Authority and staff;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Mrs. Mary L. Wong its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Reen moved to adopt Resolution No. 3990 and Commissioner Chuck seconded the motion.

Resolution No. 3990 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION 3991

RESOLUTION COMMENDING DOON WEY CHAN
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Doon Wey (Willie) Chan will retire from the Housing Authority of the City and County of San Francisco effective December 30, 1992 after 31 years of service; and

WHEREAS, Doon Wey "Willie" Chan was recognized by the San Francisco Housing Authority, as "Employee of the Year" in 1986; and

WHEREAS, Mr. Chan earned the respect of the Commission, staff and co-workers and always performed his duties in a professional manner;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Mr. Doon Wey Chan its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Chuck moved to adopt Resolution No. 3991 and Commissioner Lillian seconded the motion.

Resolution No. 3991 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3992

RESOLUTION COMMENDING DAISY W. WOO
ON THE OCCASION OF HER RETIREMENT

WHEREAS, Ms. Daisy Woo will retire from the Housing Authority of the City and County of San Francisco effective December 30, 1992 after 18 years of service; and

WHEREAS, Ms. Woo always performed her duties as Senior Administrative Clerk in a professional manner; and

WHEREAS, her bi-lingual skills served to benefit this Authority and its residents over the years; and

WHEREAS, Ms. Woo's pleasant disposition, dedication of purpose and performance earned her the respect of staff, co-workers and the Commission;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

This Commission extends to Daisy W. Woo its appreciation for long and faithful service and extends its best for a very happy retirement.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Lillian moved to adopt Resolution No. 3992 and Commissioner Drypolcher seconded the motion.

Resolution No. 3992 was UNANIMOUSLY ADOPTED.

(k) RESOLUTION 3993

RESOLUTION APPROVING THE CERTIFICATIONS
FOR PERFORMANCE INDICATORS
UNDER THE PUBLIC HOUSING MANAGEMENT
ASSESSMENT PROGRAM (PHMAP)
FOR FISCAL YEAR 1992

WHEREAS, the U.S. Department of Housing and Urban Development utilizes the Public Housing Management Assessment Program (PHMAP) to evaluate the management performance of Public Housing Agencies; and

WHEREAS, the San Francisco Housing Authority is required under the PHMAP regulations published on January 17, 1992, to submit to the U.S. Department of Housing and Urban Development its fiscal year 1992 PHMAP Certification Form HUD-50072 by December 31, 1992; and

WHEREAS, the San Francisco Housing Authority completed an internal assessment of its performance with respect to the twelve (12) PHMAP performance indicators; and

WHEREAS, the San Francisco Housing Authority's internal performance assessment for fiscal year 1992 reveals a "Standard" rating under PHMAP; and

WHEREAS, the San Francisco Housing Authority is required to provide certification as to data on PHMAP performance indicators not found in existing HUD reporting and forms; namely Indicators, 1, 3, 5, 6, 7, 8, 11;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority approves the certification under the Public Housing Management Assessment Program for performance indicators 1) Vacancy Number and Percentage; 3) Rents Uncollected; 5) Unit Turnaround; 6) Outstanding Work Orders; 7) Annual Inspection and Condition of Units and Systems; 8) Tenant Accounts Receivables; and 11) Resident Initiatives.

2. The President of the Commission is directed to execute the PHMAP certified questionnaire.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Reen moved to adopt Resolution No. 3993 and Commissioner Chuck seconded the motion.

Commission Boileau motioned to amend Resolution K, number 2, from "The President of the Commission is ***authorized*** to execute...." to "The President of the Commission is ***directed*** to execute...."

Commissioner Drypolcher moved to amend Resolution K and Commissioner Chuck seconded the motion. The motion to amend Resolution K was UNANIMOUS.

Commissioner Drypolcher stated that the Finance Committee met and urged approval of Resolution K.

Resolution K, as amended, was adopted with Commissioner Boileau abstaining.

(e) RESOLUTION 3994

RESOLUTION AUTHORIZING TRAVEL TO SAN DIEGO, CALIFORNIA TO ATTEND THE 1993 PUBLIC HOUSING DIRECTOR'S ASSOCIATION COMMISSIONERS CONFERENCE SCHEDULED FOR JANUARY 10-12, 1993

WHEREAS, the Public Housing Authorities Director's Association will hold a Commissioners Conference in San Diego, California on January 10-12, 1993; and

WHEREAS, the San Francisco Housing Authority is a member of the Public Housing Authority Director's Association (PHADA); and

WHEREAS, the PHADA Conference will include matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, the Authority deems that the attendance of Commissioner William Drypolcher, Commissioner Harry Chuck, and Commissioner Clarence Shaw is essential to the conduct of its low rent operations; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Commissioner William Drypolcher, Commissioner Harry Chuck, and Commissioner Clarence Shaw be authorized to travel to San Diego, California for the purpose of attending the aforementioned conference.

2. Travel time, expense, and per diem be allowed in accordance with the travel policies of this Authority.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Reen moved to adopt Resolution No. 3994 and Commissioner Drypolcher seconded the motion.

Resolution No. 3994 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION 3995

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH STANDARD ELEVATOR COMPANY FOR THE MODERNIZATION OF ELEVATORS LOCATED AT PROJECT CAL 1-28, 666 ELLIS STREET IN THE AMOUNT OF $ 220,950.00

WHEREAS, on October 12, 1992, the Authority advertised for bids for the Modernization of Elevators at project CAL 1-28, 666 Ellis Street housing development; and

WHEREAS, on November 3, 1992, five (5) bids were received as follows:

Bidder	Bid Amount
1. Standard Elevator Company	$220,950.00
2. Millar Elevator Service Company	$231,880.00
3. United States Elevator Company	$235,000.00
4. Amor Elevator Company	$276,678.00
5. Star Elevator Company	$359,690.00

WHEREAS, the Authority has evaluated the bids and determined that Standard Elevator Company is the lowest, responsive, responsible bidder; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the funding available in the CA-1-919 Comprehensive Improvement Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award a contract for said work to Standard Elevator Company in the amount of $220,950.00.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Drypolcher moved to adopt Resolution No. 3995 and Commissioner Lillian seconded the motion.

Resolution No. 3995 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH BAYVIEW HUNTER'S POINT FOUNDATION FOR A SUBSTANCE ABUSE PROGRAM IN HUNTER'S VIEW IN AN AMOUNT NOT TO EXCEED $239,600.00

WHEREAS, the Authority solicited proposals, in full and open competition, for substance abuse services for its public housing residents located in Hunter's View; and

WHEREAS, proposals were received from the Bayview Hunter's Point Foundation and from the Haight Ashbury Free Clinics for the requested services; and

WHEREAS, a review panel consisting of residents and staff interviewed each respondent and evaluated the proposals based on the criteria published in the solicitation; and

WHEREAS, the review panel determined that the Bayview Hunter's Point Foundation could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the Authority should award a contract to Bayview Hunter's Point Foundation; and

WHEREAS, funding for the services described above have been approved as part of a grant from the Drug Elimination Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract with the Bayview Hunter's Point Foundation for substance abuse services in an amount not to exceed $239,600.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Drypolcher stated that this was the second resolution the Finance Committee discussed today and recommended its approval, along with Resolution H.

Commissioner Reen moved to adopt Resolution G and Commissioner Drypolcher seconded the motion. At this point, Commissioner Shaw asked if it would be appropriate to make an amendment to this resolution. Commissioner Shaw stated he did not feel comfortable authorizing negotiations and entering into a contract on a single vote. After a lengthy discussion, a motion to amend Resolution G into two separate resolutions, one to authorize the Executive Director to enter into negotiations and one to authorize the Executive Director to enter into a contract, was approved with a dissenting vote from Commissioner Chuck.

(g-1) RESOLUTION 3996

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A CONTRACT WITH BAYVIEW HUNTER'S POINT FOUNDATION FOR A SUBSTANCE ABUSE PROGRAM IN HUNTER'S VIEW IN AN AMOUNT NOT TO EXCEED $239,600.00

WHEREAS, the Authority solicited proposals, in full and open competition, for substance abuse services for its public housing residents located in Hunter's View; and

WHEREAS, proposals were received from the Bayview Hunter's Point Foundation and Haight Ashbury Free Clinics for the requested services; and

WHEREAS, a review panel consisting of residents and staff interviewed each respondent and evaluated the proposals based on the criteria published in the solicitation; and

WHEREAS, the review panel determined that the Bayview Hunter's Point Foundation could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the Authority should award a contract to Bayview Hunter's Point Foundation; and

WHEREAS, funding for the services described above have been approved as part of a grant from the Drug Elimination Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate a contract with Bayview Hunter's Point Foundation for substance abuse services in an amount not to exceed $239,600.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Resolution No. 3996 was UNANIMOUSLY ADOPTED.

(g-2) RESOLUTION 3997

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH BAYVIEW HUNTER'S POINT FOUNDATION FOR A SUBSTANCE ABUSE PROGRAM IN HUNTER'S VIEW IN AN AMOUNT NOT TO EXCEED $239,600.00

WHEREAS, the Authority solicited proposals, in full and open competition, for substance abuse services for its public housing residents located in Hunter's View; and

WHEREAS, proposals were received from the Bayview Hunter's Point Foundation and Haight Ashbury Free Clinics for the requested services; and

WHEREAS, a review panel consisting of residents and staff interviewed each respondent and evaluated the proposals based on the criteria published in the solicitation; and

WHEREAS, the review panel determined that the Bayview Hunter's Point Foundation could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the Authority should award a contract to Bayview Hunter's Point Foundation; and

WHEREAS, funding for the services described above have been approved as part of a grant from the Drug Elimination Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contract with Bayview Hunter's Point Foundation for substance abuse services in an amount not to exceed $239,600.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Resolution No. 3997 was adopted with Commissioner Shaw abstaining.

Commission Boileau motioned for a six-minute recess.

(h) RESOLUTION 3998

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT WITH GLIDE FOUNDATION FOR THE PROCUREMENT OF SUBSTANCE ABUSE TREATMENT SERVICES AT VALENCIA GARDENS IN AN AMOUNT NOT TO EXCEED $60,000.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for substance abuse services at selected sites, in full and open competition, pursuant to its Request for Proposals (RFP), number 019-92; and

WHEREAS, responses were received from Glide Foundation and the Salvation Army in a timely and acceptable manner for substance abuse services at Valencia Gardens; and

WHEREAS, the Authority convened a review panel to evaluate the proposals in accordance with the criteria published in the RFP, and based on the tabulated scores, determined that Glide Foundation could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the Authority should negotiate and award a contract to Glide Foundation for these services; and

WHEREAS, funding for the services described herein is available as part of the Drug Elimination Grant Program for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Glide Foundation for substance abuse services at Valencia Gardens in an amount not to exceed $60,000.00 during Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Reen moved to adopt Resolution No. 3998 and Commissioner Shaw seconded the motion.

Resolution No. 3998 was adopted with Commissioner Boileau abstaining.

(i) RESOLUTION 3999

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE AGREEMENTS WITH NATIONAL TENANT NETWORK AND NATIONAL CREDIT REPORTING FOR TENANT SCREENING SERVICES IN AN AMOUNT NOT TO EXCEED $20,000.00 DURING FISCAL YEAR 1992-93

WHEREAS, the Authority solicited for tenant screening services in full and open competition pursuant to its Request for Quotations (RFQ), number 004-93; and

WHEREAS, the Authority received responses from the following qualified firms in a timely and acceptable manner:

- *National Credit Reporting*
- *National Tenant Network*
- *Tenant Verification Services*
- *The U.D. Registry, Inc.*; and

WHEREAS, the Authority determined that National Tenant Network (NTN) and National Credit Reporting (NCR, a minority-owned business enterprise), could provide the required services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, in accordance with procurement regulations at 24 CFR, part 85.36, the Authority should award the services to NTN and NCR; and

WHEREAS, funding for the services described herein are available as part of the Authority's operating budget and Section 8 administrative fees for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to enter into purchase agreements for tenant screening services with National Tenant Network and National Credit Reporting in an amount not to exceed $20,000.00 during Fiscal Year 1992-93, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Lillian moved to adopt Resolution No. 3999 and Commissioner Reen seconded the motion.

Resolution No. 3999 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION 4000

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PROCUREMENT OF WINDOW SHADES IN AN AMOUNT NOT TO EXCEED $41,000.00 DURING FISCAL YEAR 1992-1993

WHEREAS, the Authority solicited quotations, in full and open competition, for the purchase and delivery of window shades for stock replenishment; and

WHEREAS, quotations were received from Kirsch-Division of Cooper Industries, Inc., Hauser Shade Company, Burris Window Shades and Harry Bharuchi, Ltd. in a timely and acceptable manner; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the award of purchase orders should be made to the Kirsch-Division of Cooper Industries, Inc., and Hauser Window Shade Company as the lowest, responsive, responsible bidders for the purchase of window shades; and

WHEREAS, the funding for this purchase has been approved in the 1992-1993 operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders for the purchase of window shades in an amount not to exceed $41,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Chuck moved to adopt Resolution No. 4000 and Commissioner Reen seconded the motion.

Resolution No. 4000 was adopted with a no vote Commissioner Boileau.

(1) RESOLUTION 4001

RESOLUTION APPROVING THE IMPROVEMENT PLAN TO CORRECT MANAGEMENT DEFICIENCIES IDENTIFIED THROUGH THE PUBLIC HOUSING MANAGEMENT ASSESSMENT PROGRAM

WHEREAS, the San Francisco Housing Authority (SFHA) is required to submit to the U.S. Department of Housing and Urban Development (HUD) an Improvement Plan (IP) for the Public Housing Management Assessment Program (PHMAP) performance indicators wherein the Authority did not achieve a passing grade in its last PHMAP assessment by HUD; and

WHEREAS, the IP identifies deficiencies, describes strategies to correct the deficiencies, and provides quarterly performance target dates; and

WHEREAS, the IP will commence on January 1, 1993 and its implementation will be monitored by HUD and the SFHA; and

WHEREAS, the Commission of the SFHA finds that IP targets and time frames are reasonable and in the best interest of the Housing Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority Commission approves the Improvement Plan to correct failed PHMAP indicators.

2. The San Francisco Housing Authority Commission is committed to taking all actions to achieve the performance targets contained in the Improvement Plan.

3. The IP will be monitored by HUD and the SFHA to ensure that the quarterly targets are met in terms of quality, quantity, and timeliness.

4. This resolution shall become effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commissioner Boileau stated that this Resolution was discussed by the Finance Committee today and the committee recommended this resolution for approval.

Commissioner Lillian moved to adopt Resolution No. 4001 and Commissioner Reen seconded the motion.

Resolution No. 4001 was UNANIMOUSLY ADOPTED.

(m) RESOLUTION 4002

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONTRACT FOR AN AUTOMATED MANAGEMENT INFORMATION SYSTEM AND ANCILLARY AGREEMENTS IN AN AMOUNT NOT TO EXCEED $1,140,000.00

WHEREAS, the Authority solicited, in full and open competition, proposals to replace its old System 38 mainframe computer with an updated and fully integrated one pursuant to its Request for Proposals (RFP), number 006-92; and

WHEREAS, the Authority received proposals from Data Directions, Automated Management Services/IBM, and Creative Computer Solutions (CCS) in a timely and acceptable manner; and

WHEREAS, the Authority established user groups and a review panel to scrutinize and evaluate each proposal in accordance with the evaluation criteria published in the RFP; and

WHEREAS, after three months of careful evaluations, CCS was determined to be the respondent that could provide the required integrated computer system and related services in a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the CCS proposal includes hardware manufactured by Digital Equipment Corporation and operating system software patented by Unidata, Inc.; and

WHEREAS, in accordance with procurement regulations under 24 CFR, part 85.36, the Authority should negotiate and enter into a contract with CCS for the development, installation, and implementation of an automated management information system, and separate agreements with Digital Equipment Corporation and Unidata, Inc., for equipment, maintenance, operating licenses, and system software; and

WHEREAS, funding for the required services is available as part of the Authority's operating reserves and Section 8 reserves for Fiscal Year 1992-93;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and enter into a contract with Creative Computer Solutions for the development, installation, and implementation of an automated management information system.

2. The Executive Director is authorized to negotiate and enter into ancillary agreements with Unidata, Inc. and Digital Equipment Corporation for operating software licensing and equipment maintenance, respectively.

3. The sum of these contracts and agreements, including a contingency factor of approximately ten percent, will be in an amount not to exceed $1,140,000.00, except as provided for under the procurement policy adopted by the Commission on June 13, 1991.

4. This resolution is effective immediately.

APPROVED AS TO FORM:

/s/Geraldine Chavis
Legal Counsel

12/10/92
Date

Commission Boileau stated that the Finance Committee discussed this resolution today and recommended its approval.

Commissioner Chuck moved to adopt Resolution No. 4002 and Commissioner Reen seconded the motion.

Resolution No. 4002 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of December 10, 1992 adjourned at 6:10 p.m. to Executive Session. The next regular meeting has been scheduled for January 14, 1993.

Robert J. Boileau
President

David Gilmore
Secretary and Executive Director

SAN FRANCISCO HOUSING AUTHORITY

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December 21, 1992

PUBLIC NOTICE

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco to be held on Thursday, December 24, 1992, is cancelled due to the Christmas Holiday.

The next regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 P.M., January 14, 1993 at 440 Turk Street, San Francisco, California.

David Gilmore
Secretary/Executive Director